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March 13, 2020

An Important Message to Our Families & Volunteers

You are a valued member of The Children's Center Family. We greatly appreciate the trust you place in our staff, clinicians, and leadership. At The Children's Center, your health and well-being remain a top priority as always.

As you know, the Coronavirus (COVID-19) continues to have an increased impact on our communities and around the world. Our hearts go out to those who have been affected by the Coronavirus. I wanted to personally reach out to you to share the actions we're taking to help prevent the spread of the Coronavirus and support the health and well-being of the children and families we serve, our staff, volunteers and communities.

As the Coronavirus continues to evolve, I want you to know that we're monitoring the situation very closely. Our buildings are cleaned and sanitized daily as part of our normal course of operations. However, over the past few weeks, we've increased the frequency of the cleanings, as well as placed hand sanitizer throughout all of our buildings for everyone to use.

For your safety and the safety of others, we ask that you:

- Contact your treatment team to reschedule your appointment if you're experiencing any symptoms of illness.
- Limit the number of people you bring to The Children's Center campus.
- Sanitize your hands before and after you sign-in at the front desk, and after using the restrooms at The Children's Center.
- Cough into your elbow if you are coughing or sniffing.
- Stay aware of the latest information and guidance about the Coronavirus by visiting the [State of Michigan](#) and [US CDC](#).

Families should expect there may be some additional temporary actions taken when you present to campus to further minimize the spread of illnesses. Our staff may



also need to make accommodations and change appointments to support these efforts and will reach out to you if needed.

Based on the guidance we have received from the [State of Michigan](#) and [US CDC](#), our own preparedness, and current state of our operations, we're confident that our buildings are safe, and we remain open to serve our children and families at this time.

It's our intent to remain transparent and will continue to update you with the latest information as this situation evolves.

To our families, we thank you for the privilege of serving you and your family. To our loyal volunteers, we thank you for your continued support and unwavering dedication.

For the children,

Debora Matthews
President & CEO
The Children's Center

