

Dear Attentive Care Team,

IMPORTANT NOTICE – PLEASE READ IN ITS ENTIRETY

On October 26, 2026, the New York State Health Commissioner officially declared influenza prevalent throughout New York State. As a result, **mandatory influenza masking requirements are now in effect** for healthcare personnel, including all Attentive Care caregivers.

These requirements apply to caregivers in both our Capital Region and Long Island service areas.

Please carefully review the attached notice and the following important reminders.

1. Flu Vaccination Documentation

If you have already received your flu vaccination for the 2026–2027 season, please submit a copy of your vaccination documentation to the agency as soon as possible.

If you have not yet received your flu shot but choose to do so, you may submit your vaccination documentation once completed.

IMPORTANT REMINDER: If the agency has NOT received documentation of your flu vaccination for the CURRENT season, we MUST assume you have NOT been vaccinated.

Even if you have received the flu shot, until documentation is received by the office, you are considered unvaccinated for compliance purposes and **MUST follow the mandatory masking requirements.**

2. Mandatory Masking Requirements

Effective immediately, all caregivers who have not received the flu vaccination OR have not provided proof of vaccination to the agency **MUST** wear a surgical or procedure mask when providing client care.

- **Home Care Caregivers:** You **MUST** wear a surgical or procedure mask when caring for your clients. A **NEW** mask must be worn each time you arrive at a new case.
- **Facility Staffing Employees:** You must comply with mandatory masking requirements when working at healthcare facilities. Please bring proof of vaccination when reporting to a facility, if available.

MASK SUPPLIES: Surgical/procedure masks are available at your local Attentive Care office if needed. Please contact your local office to arrange for additional mask supplies. Do not report to a client assignment without the required mask.

Mandatory masking remains in effect until the New York State Health Commissioner officially declares influenza no longer prevalent.

3. Flu Vaccination Declination Form

We have attached an **Influenza Vaccination Declination Form** for those caregivers who choose NOT to receive the flu vaccination this season.

If you are declining the vaccination, please:

- Complete the attached declination form.
- Sign and date the form.
- Return the completed form by replying to this email **AS SOON AS POSSIBLE**.

Please remember that declining the flu vaccination is your choice; however, **completing a declination form does NOT exempt you from mandatory masking requirements.**

4. Infection Prevention & Safety Reminders

All caregivers must continue to follow proper infection prevention practices, including:

- Practicing proper hand hygiene before and after providing care.
- Following all infection control precautions.
- Reporting any flu-like symptoms or respiratory illness to the agency promptly.
- Notifying the agency of any new or worsening respiratory symptoms observed in clients.
- Contacting the agency before reporting to work if experiencing flu-like symptoms.

5. Compliance Is Required

These requirements apply to all caregivers, including those currently active and those on hold who may return to work during the influenza season.

Failure to follow mandatory infection prevention and masking requirements may result in corrective action in accordance with agency policy.

ACTION REQUIRED – PLEASE REVIEW

If you HAVE received your flu shot:

Email a copy of your 2026–2027 vaccination documentation to the agency as soon as possible.

If you CHOOSE NOT to receive your flu shot:

Complete the attached Influenza Vaccination Declination Form and return it by email as soon as possible.

If you have NOT received your flu shot OR have NOT submitted documentation:

You MUST follow the mandatory masking policy while providing care.

If you NEED MASKS:

Masks are available at your local Attentive Care office. Please contact your local office if you need additional supplies.

REMEMBER: NO DOCUMENTATION ON FILE = NO FLU SHOT ASSUMED = MASKING REQUIRED.

Our clients depend on us to provide safe, responsible, and compassionate care. Your cooperation with these requirements is essential to protecting our clients, fellow caregivers, and the communities we serve.

Please review both attached documents carefully. If you have any questions, need additional mask supplies, or need assistance with submitting your vaccination documentation or declination form, **please contact your local Attentive Care office directly.**

Thank you for your attention, cooperation, and continued dedication to providing quality care.

Sincerely,

Daryl L. Duffney

Director of Compliance/Corporate Compliance Officer

Attentive Care

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