

## **HELLO VALUED COMMUNITY MEMBERS AND CLIENTS**

As the COVID-19 (Coronavirus) is continuously spreading PONOKA FCSS has implemented the following procedure as a precautionary measure.

There is no need to panic and this is not meant to cause immediate alarm to the public. We are doing our best to adhere to the appropriately recommended screening guidelines.

Effective immediately we are asking any clients who have:

Traveled outside of Canada recently AND have symptoms of lower respiratory illness (Cough, Fever, and Shortness of Breath)

**OR**

Have been in close contact with an individual who has either tested positive for COVID-19 or travelled outside of Canada and has symptoms of lower respiratory illness we ask that you.....

### **DO NOT COME INTO PONOKA FCSS ADMINISTRATIVE BUILDING**

We ask that if you would like to pay a bill, make a donation, or inquire about any services, that you please contact our office via telephone (403-783-4462) or email us at [info@ponokafcsc.net](mailto:info@ponokafcsc.net) for further information.

If there is a client who may be carrying this virus and they come in contact with other clients, or interact with staff, that this poses a great chance of spreading this disease further.

We thank you for your cooperation in making your health and the health of others a top priority.

Sincerely

Shannon Boyce-Campbell  
Executive Director



**\*\*\*IMPORTANT\*\*\***

**Please Read**

**NOTICE**

To the Public and Valued Clients of  
Ponoka Family and Community Support Services

There is no need to panic and this notice is not meant to cause immediate alarm to the public. We are doing our best to adhere to the appropriately recommended screening guidelines, and as the COVID-19 (Coronavirus) is continuously spreading, we have implemented the following procedure as a precautionary measure.

**Due to the nature of our business, and the large number of compromised clients that we assist daily, we are asking that if you are:**

- **Ill in any way**
- **Have lower respiratory illness symptoms**
- **Have traveled outside of Canada recently**
- **Have come in contact with someone who has travelled outside of Canada or who has lower respiratory illness symptoms**

**Please DO NOT come into the Ponoka FCSS Administrative Building.**

We ask that if you would like to pay a bill, make a donation, or inquire about any services, please contact our office via telephone (403-783-4462) or email us at [info@ponokafcsc.net](mailto:info@ponokafcsc.net) for further information.

We also have a drop box on the east side of our main doors for your convenience

We thank you for your cooperation in making your health and the health of others a top priority.

