***<Date>***

Dear **<*Healthcare Facility*>**,

***<Health Department*>** identified a case of acute ***<Hepatitis B/C>***infection in a patient who had **<*Procedure*>** performed at your facility during their exposure period. Transmission of bloodborne pathogens such as hepatitis B and hepatitis C can occur during such procedures in the context of inadequate infection control practices.

To date, ***<Health Department*>** has not received reports of other infections potentially associated with your facility or concerns about your facility’s infection control practices. However, ***<Health Department*>** regularly reviews reports of acute hepatitis B and hepatitis C infections and may contact you if other infections potentially associated with your facility are identified in the future.

Because blood exposures to clients and staff may occur at your facility, it’s important that you review your infection prevention and control practices. For now, we recommend the following:

1. Ensure that staff members are trained in appropriate infection prevention and control practices, including education on how to prevent transmission of bloodborne pathogens. Staff should understand and adhere to the following:
2. [Guidelines for standard precautions to prevent transmission of infections agents in healthcare settings](https://www.cdc.gov/infectioncontrol/pdf/guidelines/isolation-guidelines.pdf). See recommendations on pages 77-83 at: https://www.cdc.gov/infectioncontrol/pdf/guidelines/isolation-guidelines.pdf
3. [Guidelines for safe care in outpatient settings](https://www.cdc.gov/HAI/settings/outpatient/outpatient-care-guidelines.html) at: https://www.cdc.gov/HAI/settings/outpatient/outpatient-care-guidelines.html
4. [Safe injection practices for providers](https://www.cdc.gov/injectionsafety/providers.html). See CDC guidance at: https://www.cdc.gov/injectionsafety/providers.html
5. Ensure that your policies and procedures are compliant with the [Cal/OSHA Bloodborne Pathogen standard](http://www.dir.ca.gov/title8/5193.html) (http://www.dir.ca.gov/title8/5193.html). This standard covers employees who have a reasonable risk of exposure to blood or other potentially infectious materials while working.
6. If you identify any additional acute ***<Hepatitis B/C>*** infections in patients seen at your facility, report them promptly to ***<Health Department*>**.

For questions or additional information, feel free to contact us at ***<Phone Number>***.

Sincerely,

***<Name>***

***<Health Department>***