



## Vaccination Clinic Email Announcement

Subject: What's your flu plan?

Before you know it, flu season will be here. Have you started to plan for it? While purchasing extra over-the-counter medications and stocking up on hand sanitizer are approaches you might take, we have a better idea—get vaccinated. The best way to help prevent the flu is to get vaccinated every year.<sup>1</sup>

In an effort to help maintain the health of all our employees and their families, we have partnered with [Pharmacy Name] to provide influenza vaccinations for all employees. The clinic will be held [Insert Location] on [Insert Date] from [Insert Time Range]. All employees are encouraged to attend the clinic to receive their annual flu shot. You can find more information about the flu and the flu shot in the [Insert Common Area, e.g., break room, lounge, lobby, etc.].

Be smart about flu—plan to be there!

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**REFERENCE: 1.** Key facts about influenza (flu) & flu vaccine. Centers for Disease Control and Prevention website. <http://www.cdc.gov/flu/keyfacts.htm>. Updated 2014. Accessed May 15, 2015.