

Dear Faculty, Administrators and Staff,

As we begin the new academic year, we would like to provide you with information on how to prevent the spread of flu and minimize your own risk of illness.

As you may know, flu can be spread easily from person to person. Therefore, we are taking steps to prevent the spread of flu at Siena College **but, we need your help.**

We are working closely with the Albany County Health Department to monitor flu conditions and make decisions about the best steps to take concerning Siena College. We will keep you updated with new information as it becomes available.

For now, we are doing everything we can to keep the College operating as usual. Here are a few things you can do to help along with reminders of what we are asking in advance of any flu outbreak:

- **Practice good hand hygiene** by washing your hands with soap and water, especially after coughing or sneezing. Alcohol-based hand cleaners also are effective.
- **Practice respiratory etiquette** by covering your mouth and nose with a tissue when you cough or sneeze. If you don't have a tissue, cough or sneeze into your elbow or shoulder, not into your hands. Avoid touching your eyes, nose, or mouth; germs are spread this way.
- **Know the signs and symptoms of the flu.** In addition to fever, (100 degrees Fahrenheit or 38 degrees Celsius) or signs of a fever (have chills, feel very warm, have a flushed appearance, or are sweating) other signs of flu include: cough, body aches, headaches, fatigue, sore throat, diarrhea/vomiting.
- **Stay home if you have flu or flu-like illness for at least 24 hours after you no longer have a fever** (100 degrees Fahrenheit or 38 degrees Celsius) or signs of a fever (have chills, feel very warm, have a flushed appearance, or are sweating). This should be determined without the use of fever-reducing medications (any medicine that contains ibuprofen or acetaminophen). Don't go to class or work. Report any absence from work to your supervisor, as appropriate.
- **Talk with your health care providers about whether you should be vaccinated for seasonal flu.** The annual seasonal flu vaccine clinic will be held on campus on October 29, 2009 and will be open to all members of the community. The Health Services Office will be sending out more information about the clinic in the near future.

Also if you are at higher risk for flu complications from 2009 H1N1 flu, you should consider getting the H1N1 vaccine when it becomes available. People at higher risk for 2009 H1N1 flu complications include pregnant women and people with chronic medical conditions (such as asthma, heart disease, or diabetes). For more information about priority groups for vaccination, visit www.cdc.gov/h1n1flu/vaccination/acip.htm.

For the most up-to-date information on flu, visit <http://www.flu.gov/>, or call 1-800-CDC-INFO (232-4636).

At this time, we would also like to remind you about the following information regarding the Siena Alert System and the College's Emergency Information webpage:

- **The College will communicate emergency information to you with the Siena Alert System.** This mass notification system enables College officials to send urgent text alerts to cell phones with text message capability as well as e-mail accounts. You are responsible for individually subscribing to the Siena Alert system and for any charges your service provider may impose for delivering the text messages. We recommend you access the following Website to register for Siena Alert: www.siena.edu/sienaalert if you have not already done so.
- **We also ask that you familiarize yourself with the College's emergency information page at <http://www.siena.edu/emergencyinfo>.** This page provides basic "what to do information" in the case of a particular type of emergency as well as contact information and resources.

Siena's priority is to ensure the health and safety of our students and those who work at the College. We will notify you by email, the Health Services webpage, and the emergency information webpage of any additional changes to the College's strategy to prevent the spread of flu on our campus. As recommended by the Center for Disease Control (CDC), the most important thing to remember is that if you have flu or flu like symptoms, stay home for at least 24 hours after you no longer have a fever.

Thank you and best wishes for a wonderful academic year!

Cynthia

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