

To all Employees of the City of Lawrence,

As our City Manager, Craig Owens, indicated in his March Phoenix message to employees, the Safety of our Employees and Residents is top priority. We are closely monitoring the coronavirus (COVID-19) along with our professional health provider partners. We are communicating regularly with Lawrence-Douglas County Public Health, the Kansas Department of Health and Environment (KDHE), and other agencies. The City is developing internal plans for potential impacts not only on City services but also how it impacts our daily work as employees. Please visit the [March Phoenix](#) for the complete message.

As this situation evolves, the City Manager's Office and Human Resources will utilize e-mail and the intranet as the primary internal communication to employees. Managers/Supervisors - If you are in a work group that does not regularly access e-mail or intranet, please print these messages and post in a central location.

Direction has been given by the LMH WellCare Clinic regarding the utilization of it's services. City Employees and adult family members on the City's Health Insurance who wish to use the LMH Wellness Center must call **785-505-3112** to be screened over the phone by one of the APRNs. How you answer the questions, will determine if you will be seen in the clinic or referred to your Primary Care Physician. The screening questions that will be asked are below.

If you are experiencing any respiratory symptoms such as fever, cough, runny nose, sore throat, shortness of breath, significant tiredness, or body aches, please contact the LMH WellCare Clinic or your PCP immediately. Supervisors and managers, if you see someone that is experiencing these symptoms, please have them contact the WellCare Clinic or their PCP immediately.

Also note that LMH has changed it's entrance requirements. There will be screening procedures and limited access to the entrances. Please call the LMH WellCare Clinic prior to going to LMH for instructions.

This is an evolving situation and we will be providing regular updates.

Craig and I appreciate your attention to correspondence in the coming days and thank you for your continued commitment to the citizens of this community.

Lori

[LMH Health Screening Process](#)

Do you have or in the past two weeks have you had?

- Fever?
- Coughing?
- Runny nose?
- Sore Throat?
- Shortness of breath?
- Significant tiredness or new body aches?