

TEMPLATE LANGUAGE FOR CONTACTING A RECENT TRAVELER  
Add Local Letterhead

Date:

<Contact Name>

<Contact Address>

Dear <Contact Name>,

We were notified by the Centers for Disease Control and Prevention (CDC) that you recently spent time in an area that is experiencing an outbreak of Ebola. Due to an ongoing outbreak of Ebola in the Democratic Republic of the Congo (DRC), Uganda and South Sudan, we are reaching out to anyone with travel there to monitor for any symptoms for 21 days after your departure. We have tried to contact you regarding completing your symptom monitoring period and have not been able to reach you.

Please contact me at <Local Health Contact Information> to confirm your recent travel and ensure you have the resources you need.

If you experience any of the following symptoms in the 21 days following your departure from an affected country, please contact the Massachusetts Department of Public Health at 617-983-6800

**immediately:**

- Fever
- Aches and pains (severe headache, muscle and joint pain)
- Weakness and/or fatigue
- Sore throat
- Loss of appetite
- Stomach pain, diarrhea or vomiting
- Unexplained bleeding and/or bruising

Sincerely,

Local Health Agent