

Anna McCreadie  
Interim Director

**Enquiries to:**  
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Dear Sir / Madam

**Keep your employees and customers well this winter**

I am writing to ask you to seriously consider a flu vaccination programme for your employees this winter. The time is approaching fast for immunisation and the optimum time is between September and November.

For most people influenza infection is an unpleasant experience, but for some it can lead to more serious illnesses. The most common complications of influenza are bronchitis and secondary bacterial pneumonia. These illnesses may require treatment in hospital and can be life threatening especially for older people, asthmatics and those in poor health.

Being immunised against influenza will help to keep your employees well during the winter and provide protection for both service users, employees and their families. There is also a duty under the Health and Social Care Act 2008 to prevent infections, and this can be demonstrated by promoting 'flu immunisation to your employees. The qualifying criteria for flu vaccination can be found here: <http://www.nhs.uk/Conditions/Flu-jab/Pages/Whyitshouldbedone.aspx>

Apart from commercial providers for immunisation, or an occupational health service, there are also commercial outlets in pharmacies and supermarkets offering flu immunisation. Some GP surgeries also offer private vaccinations.

May I take this opportunity to wish you a healthy and 'flu free season.

Yours faithfully



**Anna McCreadie**  
Interim Director  
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