

# Memo

**To:** Physicians and all staff  
**From:** Management  
**Date:** 7/10/20  
**Re:** Safety during the lunch break

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Over the past couple weeks, we have seen an increased amount of positive cases within the Blue Fish staff. In order to ensure the safety of all staff members during the lunch break while in our office, we are strictly enforcing that you sit in groups no larger than 3 people. Keep a distance of at least 6 ft. apart, if possible. We also ask that you sit outside, if possible. If sitting outside is not an option, then we ask that you eat in separate exam rooms and clean the room well before and after eating.

If you want/need to eat a snack, you must do so in the breakroom. Let your supervisor know before heading to the breakroom.

We are also strictly enforcing wearing masks. Please enter the office with your mask on and keep it on until you are back in your car. The only time your mask may be off is when you are taking a drink or while eating.

If you are seen without your mask or eating with more than 3 people, you will be given a disciplinary action report.