

# Memo

**To:** Doctors and all staff  
**From:** Management  
**Date:** August 18, 2022  
**Re:** “High risk” Patients and the Flu Vaccine

---

For this flu season (2022-2023), we are no longer compiling and emailing families with patients that are considered “high risk” for flu. In the past when we had less offices and less patients, this was more attainable to keep up with. Now with 41 doctors and tens of thousands of patients, it is harder to compile this list and to email all of the families. Due to experienced families knowing this was a service in the past, where we allowed them to come in for a shot only appointment before the rest of the patients were allowed, they may call and request an appointment. If they mention that in the past, they were on the high risk flu list, please allow these families to make appointments, no questions asked.

Front desk: When scheduling the appointment, next to “Reason”, the receptionist will type, “flu shot/high risk”

Please let management know if you have any questions.