



All providers in the state of Illinois have been encouraged to limit visitors to all their facilities. As of today, these are the guidelines we are implementing for visitors to CWTC properties:

- No staffings will be held with outside providers (i.e. Praireland, Help at Home etc.)
- No providers will be allowed to come in and observe consumers at day programs
- No tours of outside individuals
- Family members/other providers are being asked to drop off and pick up consumers without entering the building. Please call the reception desk (686-3300) and we will escort the consumer outside.
- Family members in residential are being asked to discontinue visits for 2 weeks.

I appreciate your cooperation with these guidelines. The guidelines will be in place for 2 weeks. Please contact me if you have any questions.

A handwritten signature in blue ink, which appears to read 'Katie Shallen'. The signature is written in a cursive style with a large, looping initial 'K'.