

January 6, 2025

## INCLEMENT WEATHER ALERT - OFFICE UPDATES

Dear Provider,

We want to ensure the safety and well-being of your team and patients (our members) during the upcoming inclement weather in the Houston and surrounding areas. Please take note of the following reminders and updates regarding office operations:

- 1. Office Hours:**
  - Please notify Community and patients if your office will be closing due to inclement weather.
- 2. Patient Appointments:**
  - Please notify patients of any schedule changes as soon as possible.
- 3. Emergency Protocols:**
  - Ensure all staff are aware of emergency contact numbers and procedures.
  - Monitor updates from the local weather authority for the latest information.
- 4. Communication:**
  - Keep your team updated on any further changes via your preferred communication method.
  - Contact Community with questions or concerns.

Safety is our top priority, and we appreciate your cooperation as we navigate these conditions together.

Stay Safe,  
Community Health Choice