

STANFORD  
UNIVERSITY

OFFICE OF THE PROVOST



September 17, 2009

To: Stanford Staff  
From: John Etchemendy, Provost

Dear Colleagues,

The start of the academic year is always a busy, exciting time at Stanford. I know that you have all been working hard to help the university prepare for a successful fall.

As you know, this year we also are getting ready for a fall influenza season that is expected to affect large numbers of people in our community. In addition to the normal seasonal flu, we need to prepare for the H1N1 flu (swine flu), which has already been spreading rapidly at other colleges and universities. I am writing to ask you to take some steps that can decrease the incidence of H1N1 on campus.

- First, be attentive to your own health and encourage your colleagues and coworkers to do so as well. If you are even mildly sick with flu-like symptoms, please stay home. Seek medical attention if your symptoms persist. You should return to work only after your fever and symptoms have abated for 24 hours.
- Develop contingency plans to provide for back-up help or to provide direction to colleagues should you or others need to be out ill. Do not encourage infected individuals to come to work.
- Finally, while it will not prevent H1N1 strains of flu, the seasonal flu shot is nonetheless highly recommended this year. Due to budget constraints, benefits fairs will not be held. Instead, Stanford Benefits, BeWell @ Stanford and Kaiser Permanente have partnered to provide free seasonal flu shots on Oct. 6 at Burnham Pavilion, on Oct. 7 at the Clark Center Auditorium and on Oct. 8 at the Bechtel International Center. All sessions will be held from 10 a.m. to 2 p.m. In addition, seasonal flu shots will also be available at the Vaden Health Center each Monday from 3 p.m. to 6 p.m., beginning Oct. 12.

The University maintains a website with information about the H1N1 flu and our modified return-to-work policy at <http://flu.stanford.edu/>. In addition, the Centers for Disease Control and Prevention provide a wealth of helpful information, including strategies for limiting spread of the flu, at <http://www.cdc.gov/h1n1flu/guidance/exclusion.htm>.

With best wishes for the academic year,

John Etchemendy  
Provost