Dear NOTIS members,

In light of news that the COVID-19 virus is having a real impact on communities around King County, NOTIS is following the situation closely. We will be monitoring the latest advice from Public Health—Seattle & King County, Seattle’s Office of Emergency Management, and the Washington Department of Health.

**Impact on NOTIS events and trainings:**
Currently, no NOTIS events are being canceled due to the virus. If an event venue is closed or if attendance at a planned event drops significantly, NOTIS will cancel individual events and provide all registrants to those events with a full refund. We will make every effort to reschedule events that are canceled and to inform you if an event you’ve registered for has been rescheduled, so that you have the opportunity to register early for the new date. If a NOTIS program is canceled or rescheduled, the news will be posted on the NOTIS online event calendar and social media, and we will notify registrants by email. **If you have concerns about attending a NOTIS event, due to your health or other people’s health, please stay home. Email NOTIS to cancel your registration and receive a full refund.** This policy will remain in place at least until March 31, 2020, and will be adjusted as circumstances change.

**How can you help?**
Following other King County organizations, NOTIS encourages anyone who feels sick with cold or flu symptoms to stay home and avoid contact with others. This applies especially to members who have regular contact with sick, elderly, or otherwise vulnerable populations, whether at home or at work. If you have health concerns or questions, please contact your regular doctor. The Public Health Office also recommends the following:

- wash hands often with soap and water for at least 20 seconds. If not available, use hand sanitizer.
- avoid touching your eyes, nose, or mouth with unwashed hands
- avoid contact with people who are sick stay home while you are sick and
- avoid close contact with others cover your mouth/nose with a tissue or sleeve when coughing or sneezing

More recommendations about how to prevent the spread of illness in the home and in the community is available from PHSKC [here](#). Interpreters working in King County, please read the latest NOTIS blog post [here](#).

NOTIS wishes continued good health to all our members. We’ll see you soon.

Sincerely,

The NOTIS Board of Directors