

Notification letter template to healthcare facility leadership regarding a single **possible** healthcare-associated Legionnaires' disease case

Dear [name of facility owner or infection preventionist],

On [date], [HD name] received a report of a patient at [facility name] with a confirmed case of Legionnaires' disease. This patient meets the criteria for possible healthcare-associated Legionnaires' disease, given that [he/she] received [inpatient/outpatient] care at [facility name] during the [10–14 days; see the [Exposure Categories for Surveillance Purposes](#) section for exposure period considerations at www.cdc.gov/legionella/health-depts/surv-reporting/surveillance-classifications.html] before symptom onset. Most people who develop Legionnaires' disease were exposed to water containing *Legionella* bacteria sometime in the 10 days before illness onset. If a second case of Legionnaires' disease is identified at [facility name] within [either 12 months or HD-specified timeframe; see the [Healthcare Investigation Resources](#) section for timeframe considerations at www.cdc.gov/legionella/health-depts/healthcare-resources/cases-outbreaks.html#full-investigation] of the first case, [HD name] may conduct an investigation to determine whether the infection was acquired in your facility.

Following the identification of potential healthcare-associated Legionnaires' disease at your facility, there is concern that the building's water system(s) may be at risk of *Legionella* growth and transmission. Please be aware of the recommendations below:

- *Legionella* water management programs are now an industry standard for healthcare facilities in the United States. For more information about water management programs, visit www.cdc.gov/legionella/wmp/toolkit/index.html.
- Remind clinicians to test patients with healthcare-associated pneumonia who are at risk for Legionnaires' disease. The preferred diagnostic tests for Legionnaires' disease are both culture of lower respiratory secretions (e.g., sputum, bronchoalveolar lavage) on media that supports growth of *Legionella* and the *Legionella* urinary antigen test. A fact sheet about Legionnaires' disease is included with this letter and available at: www.cdc.gov/legionella/downloads/fs-legionella-clinicians.pdf.

Please inform [HD name] immediately if you learn of other potential Legionnaires' disease diagnoses among patients, staff, or visitors in your hospital.

If you have any questions regarding this notice, please do not hesitate to contact [name and contact details for HD]. Further information is also available from the [HD and/or CDC website].

Thank you for your time and attention.

Sincerely,

[HD POC name and contact details]