

Dear \_\_\_\_\_

The following Fire Department listed below is an emergency response organization that employs firefighters, who in the course of their professional duties respond to emergencies. In accordance with the provisions of the **Ryan White Comprehensive AIDS Resource Act** (P.L. 101-381) this agency has designated the person listed below for the listed fire department as the **“Designated Officer of Emergency Response Employees”**

Please contact our “Designated Officer” to make notification about possible exposure of our emergency response employees to infectious pulmonary tuberculosis or other infectious diseases listed in the federal regulations. Information about how to contact out designated officer is included with this letter.

Your facility too is required to designate an official to serve as **Designated Officer** for exposure information. Please advise us if you are not that person and the contact information of this official.

In the event of an occupational exposure our **Designated Officer** will submit a request via phone for information to the hospital’s **Designated Officer** and the follow up with a written request for any information the would be need by our department.

Should you have any questions or concerns, please feel free to contact me at your convenience.

Sincerely,

Ryan White Officer

Date: \_\_\_\_\_

Fire Department: \_\_\_\_\_

Contact person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Cell Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_