To whom it may concern:

Name of Syringe Services Program (SSP) is a syringe services program registered with the NC Division of Public Health pursuant to NC General Statute § 90-113.27. Name of SSP is statutorily required to provide participants with “needles, hypodermic syringes, and other injection supplies at no cost and in quantities sufficient to ensure [they] are not shared or reused,” among other services such as disposal of injection supplies, educational materials, and access to naloxone. These services are provided in order to reduce the spread of HIV, viral hepatitis, and other bloodborne diseases in North Carolina and to reduce the number of drug overdoses in the state. More information can be found on the NC Safer Syringe Initiative website: <https://www.ncdhhs.gov/divisions/public-health/north-carolina-safer-syringe-initiative>.

As such, Name of SSP serves an essential health care/public health function in jurisdiction (state or county and state-depending on where orders are in place). Name of volunteer or employee is an agent of Name of SSP and must travel to deliver statutorily required supplies to participants during the course of the COVID-19 outbreak. Furthermore, participants who leave their homes to obtain and exchange supplies with agents of the syringe services program are engaging in essential activities during the outbreak.

If you have questions about the services that Name of SSP provides or about the precautions it is taking in the wake of the COVID-19 outbreak, please contact (this could be a list of any number of people, such as the lead of the SSP or the local health director).

*Signed by your local health director if possible*