|  |  |  |  |
| --- | --- | --- | --- |
| **FAX: ATTENTION** | | **!!!** |  |
| **To:** | All Nursing Units | **From:** | Systems Support Services |
| **Fax:** |  | **Pages:** | 1 |
| **Phone:** |  | **Date:** | [Pick the date] |
| **Re:** | Downtime | **CC:** |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  | | --- | | **X** | | **Urgent** | |  | | --- | |  | | For Review | |  | | --- | |  | | Please Comment | |  | | --- | |  | | Please Reply | |  | | --- | |  | | Please Recycle |
|  | | | | | | | | | |
| **Comments:** | | | | | | | | | |

**ATTENTION ALL NURSING UNITS**

**Follow Downtime Procedures**