



Sample Letter of Intent & Declaration of Commitment

Sample Letter of Intent (Sent to Hamilton County Public Health):

“[Company Name] is committed to creating a healthy, safe, and stigma-free work environment through our participation in the Recovery Friendly Hamilton County Initiative. Recovery friendly employers encourages environments where employers, employees, and communities can collaborate to create positive change and eliminate barriers for those impacted by addiction. In order to achieve a high level of employee health, safety, and productivity, we invite and encourage all employees to reach out for help and support.”

Sample Declaration of Commitment (Sent to your employees):

To whom it may concern,

In an effort to honor a shared commitment to creating healthy, safe, and stigma-free work environments, [Employer name] is choosing to join Hamilton County Public Health in their Recovery Friendly Hamilton County (RFHC) Initiative. Recovery friendly employers encourage environments where employers, employees, and communities can collaborate to create positive change and eliminate barriers for those impacted by substance use. In order to achieve a high level of employee health, safety, and productivity, we will educate, share resources with, and encourage all employees to reach out for help and support. Please review one of our new RFHC resource posters for information about local substance use disorder and recovery resources.

Sincerely,
[Member of Senior Management or Human Resources]
[Employer Name]

This is sample text. Feel free to use this template, construct your own letter, or contact your Hamilton County Public Health representative for additional assistance.