

SAN MATEO HEALTH SYSTEM
BEHAVIORAL HEALTH AND RECOVERY SERVICES

Telephone Voicemail Greeting for Approved Work Cell Phones of BHRS Employees

“Hello, you have reached the BHRS work cell phone of

_____.

This is NOT a crisis phone line. If you are calling about a medical or psychiatric emergency, please hang up and dial 911 or go to your nearest emergency room.

My regular work schedule is _____ (days and times). Leave me a message and I will return your call as soon as possible Please note I only have access to this phone during my working hours.

If you send me a text I will return your call to speak with you directly. I am unable to respond to text messages with personal health information.”

Please keep your voicemail greeting updated with any planned time off that is different from your usual work schedule.