CORONAVIRUS (COVID-19)
WORKPLACE TIPS FOR EMPLOYEES

The following is general workplace health and safety information from the Centers for Disease Control and Prevention (CDC). Stay informed about public health recommendations related to the Coronavirus and other health threats by visiting the CDC website at **www.cdc.gov.**

CORONAVIRUS (COVID-19)

What is Coronavirus disease 2019 (COVID-19)? Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person. The virus that causes the Coronavirus is a novel coronavirus that was first identified during an investigation into an outbreak in Wuhan, China.

Source: **https://www.cdc.gov/coronavirus/2019-ncov/downloads/2019-ncov-factsheet.pdf**

How does the Coronavirus spread? The virus is thought to spread mainly from person-to-person. The virus spreads by droplets made when people with the Coronavirus cough, sneeze or talk. These droplets can land in the mouths or noses of people nearby or be inhaled into their lungs. It may be possible that a person can get the Coronavirus by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads.

Source: **https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html**

HEALTHY HABITS TO HELP PREVENT THE CORONAVIRUS (COVID-19)
Source: **https://www.cdc.gov/coronavirus/2019-ncov/about/prevention-treatment.html**

Avoid close contact.
Avoid close contact with people who are sick. If you are sick, keep your distance from others.

Stay home when you are sick.
Stay home from work, school, and errands when you are sick to prevent spreading your illness to others.

Avoid touching your eyes, nose or mouth.
Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose, or mouth.

Cover your mouth and nose.
Cover your mouth and nose with a tissue when coughing or sneezing to prevent those around you from getting sick.

Clean your hands.
Washing your hands often for 20 seconds will help protect you from germs. If soap and water are not available, use an alcohol based hand rub with at least 60% Ethyl Alcohol.

Practice other good health habits.
Use regular household cleaning spray or wipe to clean and disinfect frequently touched objects and surfaces at home, work or school.

Follow CDC's recommendations for using a facemask.
CDC does not recommend that people who are well wear a facemask. Facemasks should be used by people who show symptoms of the Coronavirus to help prevent the spread of the disease to others.

*For more information about the Coronavirus, please visit the CDC website at **cdc.gov**.*

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IF YOU DO GET SICK WITH THE CORONAVIRUS

Source: **https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet.pdf**

For confirmed Coronavirus disease cases, reported illnesses have ranged from mild symptoms to severe illness and death.

> **Symptoms can include:**
>
> • **Fever or feeling feverish/chills**
> • **Cough**
> • **Shortness of breath**

> **CDC believes at this time that symptoms of the Coronavirus may appear in as few as 2 days or as long as 14 days after exposure. This is based on what has been seen previously as the incubation period of Coronavirus.**

What should I do if I get sick?

• Stay home and avoid contact with other people as much as possible except to seek medical care.

• Separate yourself from other people and animals in your home.

• Call ahead before visiting your doctor.

• Wear a facemask, cover your coughs and sneezes, and clean your hands often.

• Avoid sharing personal household items and clean all "high-touch" surfaces everyday.

• Seek prompt medical attention if your illness is worsening (e.g., difficulty breathing). Before seeking care, call your healthcare provider and tell them that you may have, or are being evaluated for, the Coronavirus. Put on a facemask before you enter the facility. Ask your healthcare provider to call the local or state health department.

• Persons who are placed under active monitoring or facilitated self-monitoring should follow instructions provided by their local health department or occupational health professionals, as appropriate.

• Patients with confirmed Coronavirus should remain under home isolation precautions until the risk of secondary transmission to others is thought to be low. The decision to discontinue home isolation precautions should be made on a case-by-case basis, in consultation with healthcare providers and state and local health departments.

WHAT SHOULD I DO WHEN SOMEONE I KNOW IS DIAGNOSED WITH THE CORONAVIRUS?

Source: **https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-prevent-spread.html#precautions**

• Make sure that you understand and can help the patient follow their healthcare provider's instructions for medication(s) and care. You should help the patient with basic needs in the home and provide support for getting groceries, prescriptions, and other personal needs.

• Monitor the patient's symptoms. If the patient is getting sicker, call his or her healthcare provider and tell them that the patient has laboratory-confirmed Coronavirus.

• Household members should stay in another room or be separated from the patient as much as possible. Household members should use a separate bedroom and bathroom, if available.

• You and the patient should wear a facemask if you are in the same room.

• Keep the air clean. Open a window in the sick room or use a fan to keep fresh air flowing.

• Perform hand hygiene frequently. Avoid touching your eyes, nose, and mouth with unwashed hands.

• Wash laundry with normal laundry soap and dry on a hot setting. Keep dirty laundry away from your face and body. Wash your hands right after touching dirty laundry.

• Clean all "high-touch" surfaces, such as counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables, every day.

• Place all used disposable gloves, facemasks, and other contaminated items in a lined container before disposing of them with other household waste.

U.S. CHAMBER OF COMMERCE FOUNDATION

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