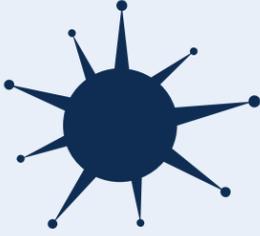


# PROTECT YOURSELF AND OTHERS FROM COVID-19

## What is COVID-19?

Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person.



## Symptoms of COVID-19

Symptoms of the COVID-19 Presented by the Center for Disease Control and Prevention (CDC) include:

- Fever
- Cough
- Difficulty breathing or shortness of breath
- Persistent pain or pressure in the chest
- New confusion or inability to arouse
- Bluish lips or face



## Safety Measures for PMHFOS Employees and Individuals

- Wash hands regularly following the guidelines outlined in the section below
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Use social distancing and avoid touching others
- Cover your mouth and nose when sneezing or coughing and immediately wash hands
- Throw used tissues away in the trash
- Continually clean and disinfect frequently touched surfaces

## WASH YOUR HANDS!

### When should I wash my hands?

- When first reporting to work
- Before preparing food
- After using the restroom
- Before and after caring for any individual and/or handling individual's items
- After handling contaminated materials (e.g. tissues) and removing any gloves
- Reentry to a PMHFOS office or service location from the community
- Before and after preparing and/or administering medications
- At the end of a shift and prior to leaving



### Proper Handwashing Technique

Five Steps for Safe Handwashing Presented by the CDC

- 1) Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
- 2) Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
- 3) Scrub your hands for at least 20 seconds.
- 4) Rinse your hands well under clean, running water.
- 5) Dry your hands using a clean towel or air dry them.

Employees and individuals should use Alcohol Based Hand Rubs (ABHR) and/or Soap and Water containing at least 60% alcohol for safe handwashing.

## PMHFOS COVID-19 Visitation Restrictions

All PMHFOS service locations will ensure safe community engagement, specifically regarding visitation to all individuals served by PMHFOS to necessary visitation only and will not permit anyone who has:

- Traveled internationally within the last 14 days to restricted countries outlined by the CDC
- Signs or symptoms of a respiratory infection, such as a fever, cough, or sore throat
- Had contact with someone with or under investigation for COVID-19

To ensure the safety of all individuals and employees, all persons prior to entering a PMHFOS service location must be prepared to have their temperature taken and all persons entering must perform handwashing immediately.

## Important Message for PMHFOS Employees

- Employees should immediately report signs and symptoms of cold or flu, for both individuals and employees, to their immediate supervisor.
- Individuals having signs and symptoms of a cold or flu should have their physician consulted for medical advice regarding care and treatment of their symptoms.
- Employees who present with flu like symptoms or otherwise demonstrate that they may have an infectious disease are required to stay at home, seek professional medical advice regarding testing, and are not permitted to return to work until authorized by their physician.
- If diagnosed with COVID-19 after testing or other potentially infectious diseases, employees will follow all guidance from their physician and state and federal guidelines.