

PREVENTING THE SPREAD OF COVID-19

Resources for Businesses

Based on Centers for Disease Control and Prevention Guidance - July 20, 2020
For the latest information, please refer to CDC.gov.

Summary of Recent Changes (For non-healthcare workers)

Updates as of July 20, 2020

- A test-based strategy is no longer recommended to determine when to discontinue home isolation, except in certain circumstances.
- Symptom-based criteria were modified as follows:
 - Changed from “at least 72 hours” to “at least 24 hours” have passed *since last fever without the use of fever-reducing medications.*
 - Changed from “improvement in respiratory symptoms” to “improvement in symptoms” to address expanding list of symptoms associated with COVID-19.
- *For people with mild to moderate illness (includes anyone not hospitalized):*
 - *May return to work or school after at least 10 days have passed since onset of symptoms AND at least 24 hours have passed since last fever without the use of fever reducing medicines AND symptoms (e.g. cough, shortness of breath) have improved. If there is any question, please consult with a healthcare provider.*
- *For patients with severe illness or who are severely immunocompromised, duration of isolation for up to 20 days after symptom onset may be warranted. Consider consultation with infection control experts.*

For persons who never develop symptoms, isolation and other precautions can be discontinued 10 days after the date of their first positive RT-PCR test for SARS-CoV-2 RNA (COVID-19).

Role of Businesses and Employers in Responding to COVID-19 (May 2020)

Businesses and employers can prevent and [slow the spread of COVID-19 within the workplace.](#) Employers should respond in a way that takes into account the level of disease transmission in their communities and revise their business response plans as needed. Employers should follow the [White House Guidelines for Opening Up America Again](#), a phased approach based on current levels of transmission and healthcare capacity at the state or local level, as part of resuming business operations. Business operation decisions should be based on both the level of disease transmission in the community and your readiness to protect the safety and health of your employees and customers.

Businesses and employers are encouraged to coordinate with [state](#) and [local](#) health officials to obtain timely and accurate information to inform appropriate responses. Local conditions will influence the decisions that public health officials make regarding community-level strategies. CDC has [guidance for mitigation strategies](#) according to the level of community transmission or impact of COVID-19.

As an employer, if your business operations were interrupted, resuming normal or phased activities presents an opportunity to update your COVID-19 preparedness, response, and control plans. All employers should implement and update as necessary a plan that:

- is specific to your workplace
- identifies all areas and job tasks with potential exposures to COVID-19
- includes control measures to eliminate or reduce such exposures

Talk with your employees about planned changes and seek their input. Additionally, collaborate with employees and unions to effectively communicate important COVID-19 information.

See the [OSHA COVID-19 guidance](#) for more information on how to protect workers from potential exposures, according to their exposure risk. Plans should consider that employees may be able to [spread COVID-19](#) even if they do not show symptoms.

All employers need to consider how best to decrease the spread of COVID-19 and lower the impact in your workplace. This should include activities to:

- prevent and reduce transmission among employees
- maintain healthy business operations
- maintain a healthy work environment

Prevent and Reduce Transmission Among Employees

Monitor federal, state, and local public health communications about COVID-19 regulations, guidance, and recommendations and ensure that workers have access to that information. Frequently check the [CDC COVID-19 website](#).

Actively encourage sick employees to stay home:

- Employees who have [symptoms](#) should notify their supervisor and stay home.
- Sick employees should follow [CDC-recommended steps](#). Employees should not return to work until the criteria to [discontinue home isolation](#) are met, in consultation with healthcare providers.
- Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and follow [CDC recommended precautions](#).

For an example of Spartanburg Regional Healthcare System's return to work instructions, please see materials at the end of this packet.

Consider conducting daily in-person or virtual health checks (e.g., symptom and/or temperature screening) of employees before they enter the facility, in accordance with state and local public health authorities and, if available, your occupational health services:

- If implementing in-person health checks, conduct them safely and respectfully. Employers may use social distancing, barrier or partition controls, or personal protective equipment (PPE) to protect the screener. However, reliance on PPE alone is a less effective control and is more difficult to implement, given PPE shortages and training requirements.
 - See the “Should we be screening employees for COVID-19 symptoms?” section of [General Business Frequently Asked Questions](#) as a guide.
- Complete the health checks in a way that helps maintain social distancing guidelines, such as providing multiple screening entries into the building.
- Follow guidance from the [Equal Employment Opportunity Commission](#) regarding confidentiality of medical records from health checks.
- To prevent stigma and discrimination in the workplace, make employee health screenings as private as possible. Do not make determinations of risk based on race or country of origin and be sure to maintain confidentiality of each individual’s medical status and history.

Identify where and how workers might be exposed to COVID-19 at work. Employers are responsible for providing a [safe and healthy workplace](#). Conduct a thorough [hazard assessment](#) of the workplace to identify potential workplace hazards related to COVID-19. Use appropriate combinations of controls from the [hierarchy of controls](#) to limit the spread of COVID-19, including engineering controls, workplace administrative policies, and personal protective equipment (PPE) to protect workers from the identified hazards (see table below):

- Conduct a thorough hazard assessment to determine if workplace hazards are present, or are likely to be present, and determine what type of controls or PPE are needed for specific job duties.
- When engineering and administrative controls cannot be implemented or are not fully protective, employers are required by OSHA standards to:
 - Determine what PPE is needed for their workers’ specific job duties
 - Select and provide appropriate PPE to the workers at no cost
 - Train their workers on its correct use
- Encourage workers to wear a cloth face covering at work if the hazard assessment has determined that they do not require PPE, such as a respirator or medical facemask for protection.
 - CDC recommends wearing a cloth face covering as a measure to contain the wearer’s respiratory droplets and help protect their co-workers and members of the general public.
 - Cloth face coverings are not considered PPE. They may prevent workers, including those who don’t know they have the virus, from spreading it to others but may not protect the wearers from exposure to the virus that causes COVID-19.
- Remind employees and customers that [CDC recommends wearing cloth face coverings](#) in public settings where other social distancing measures are difficult to

maintain, **especially** in areas of significant community-based transmission. Wearing a cloth face covering, however, does not replace the need to practice social distancing.

- See the [OSHA COVID-19](#) webpage for more information on how to protect workers from potential COVID-19 exposures and [guidance for employers](#), including steps to take for jobs according to exposure risk.

Separate sick employees:

- Employees who appear to have [symptoms](#) upon arrival at work or who become sick during the day should immediately be separated from other employees, customers, and visitors, and sent home.
- Have a procedure in place for the safe transport of an employee who becomes sick while at work. The employee may need to be transported home or to a healthcare provider.

Take action if an employee is suspected or confirmed to have COVID-19 infection:

In most cases, you do not need to shut down your facility. If it has been less than 7 days since the sick employee has been in the facility, close off any areas used for prolonged periods of time by the sick person:

- Wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible.
- During this waiting period, open outside doors and windows to increase air circulation in these areas.

If it has been 7 days or more since the sick employee used the facility, additional cleaning and disinfection is not necessary. Continue routinely cleaning and disinfecting all high-touch surfaces in the facility.

Follow the CDC [cleaning and disinfection recommendations](#):

- Clean dirty surfaces with soap and water before disinfecting them.
- To disinfect surfaces, use [products that meet EPA criteria for use against SARS-CoV-2](#), the virus that causes COVID-19, and are appropriate for the surface.
- Always wear gloves and gowns appropriate for the chemicals being used when you are cleaning and disinfecting.
- You may need to wear additional PPE depending on the setting and disinfectant product you are using. For each product you use, consult and follow the manufacturer's instructions for use.

Determine which employees may have been exposed to the virus and may need to take additional precautions:

- Inform employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the [Americans with Disabilities Act \(ADA\)](#).
- Most workplaces should follow the [Public Health Recommendations for Community-Related Exposure](#) and instruct potentially exposed employees to stay home for 14 days, telework if possible, and self-monitor for [symptoms](#).
- [Critical infrastructure](#) workplaces should follow the guidance on [Implementing Safety Practices for Critical Infrastructure Workers Who May Have Had Exposure to a Person with Suspected or Confirmed COVID-19](#). Employers in critical infrastructure also have an obligation to manage potentially exposed workers' return to work in ways that best protect the health of those workers, their co-workers, and the general public.

Educate employees about steps they can take to protect themselves at work and at home:

- Encourage employees to follow any new policies or procedures related to illness, cleaning and disinfecting, and work meetings and travel.
- Advise employees to:
- Stay home if they are sick, except to get medical care, and to learn [what to do if they are sick](#).
- Inform their supervisor if they have a sick family member at home with COVID-19 and to learn what to do [if someone in their home is sick](#).
- Wash their hands often with soap and water for at least 20 seconds or to use hand sanitizer with at least 60% alcohol if soap and water are not available. Inform employees that if their hands are visibly dirty, they should use soap and water over hand sanitizer. Key times for employees to clean their hands include:
 - Before and after work shifts
 - Before and after work breaks
 - After blowing their nose, coughing, or sneezing
 - After using the restroom
 - Before eating or preparing food
 - After putting on, touching, or removing cloth face coverings
- Avoid touching their eyes, nose, and mouth with unwashed hands.
- Cover their mouth and nose with a tissue when you cough or sneeze, or use the inside of their elbow. Throw used tissues into no-touch trash cans and immediately wash hands with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer containing at least 60% alcohol. Learn more about [coughing and sneezing](#) etiquette on the CDC website.
- Practice routine cleaning and disinfection of frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, and doorknobs. Dirty surfaces can be cleaned with soap and water prior to disinfection. To disinfect, use [products that meet EPA's criteria for use against SARS-CoV-2](#), the cause of COVID-19, and are appropriate for the surface.
- Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use.

- Practice social distancing by avoiding [large gatherings](#) and maintaining distance (at least 6 feet) from others when possible.

For employees who commute to work using public transportation or ride sharing, consider offering the following support:

- If feasible, offer employees incentives to use forms of transportation that minimize close contact with others (e.g., biking, walking, driving or riding by car either alone or with household members).
- Ask employees to follow the CDC guidance on how to [protect yourself when using transportation](#).
- Allow employees to shift their hours so they can commute during less busy times.
- Ask employees to [clean their hands](#) as soon as possible after their trip.

Maintain Healthy Business Operations

Identify a workplace coordinator who will be responsible for COVID-19 issues and their impact at the workplace.

Implement flexible sick leave and supportive policies and practices:

- Ensure that sick leave policies are flexible and consistent with public health guidance and that employees are aware of and understand these policies.
- Maintain flexible policies that permit employees to stay home to care for a sick family member or take care of children due to school and childcare closures. Additional flexibilities might include giving advances on future sick leave and allowing employees to donate sick leave to each other.
- The Families First Coronavirus Response Act (FFCRA or Act) [requires certain employers](#) to provide their employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19.
- Employers with fewer than 500 employees are eligible for [100% tax credits](#) for Families First Coronavirus Response Act COVID-19 paid leave provided through December 31, 2020, up to certain limits.
- Employers that do not currently offer sick leave to some or all of their employees should consider drafting non-punitive “emergency sick leave” policies.
- Employers should not require a COVID-19 test result or a healthcare provider’s note for employees who are sick to validate their illness, qualify for sick leave, or to return to work.
 - Under the American’s with Disabilities Act, employers are permitted to [require a doctor’s note from your employees](#) to verify that they are healthy and able to return to work. However, as a practical matter, be aware that healthcare provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely manner. Most people with COVID-19 have mild illness and can recover at home without medical care and can follow

- CDC recommendations to determine when to [discontinue home isolation](#) and return to work.
- The U.S. Equal Employment Opportunity Commission (EEOC) has established guidance regarding [Pandemic Preparedness in the Workplace and the Americans with Disabilities Act](#). The guidance enables employers to take steps to protect workers consistent with CDC guidance, including requiring workers to stay home when necessary to address the direct threat of spreading COVID-19 to others.
 - Review human resources policies to make sure that your policies and practices are consistent with public health recommendations and with existing state and federal workplace laws (for more information on employer responsibilities, visit the [Department of Labor](#) and the [Equal Employment Opportunity Commission](#) websites).
 - Connect employees to employee assistance program (EAP) resources, if available, and community resources as needed. Employees may need additional social, behavioral, and other services, for example, to help them [manage stress and cope](#).

Protect employees at [higher risk for severe illness](#) through supportive policies and practices. Older adults and people of any age who have serious underlying medical conditions are at higher risk for severe illness from COVID-19.

- Support and encourage options to telework, if available.
- Consider offering [vulnerable workers](#) duties that minimize their contact with customers and other employees (e.g., restocking shelves rather than working as a cashier), if the worker agrees to this.
- Offer flexible options such as telework to employees. This will eliminate the need for employees living in higher transmission areas to travel to workplaces in lower transmission areas and vice versa.
- Ensure that any other businesses and employers sharing the same workspace also follow this guidance.

Communicate supportive workplace policies clearly, frequently, and via multiple methods. Employers may need to communicate with non-English speakers in their preferred languages.

- Train workers on how implementing any new policies to reduce the spread of COVID-19 may affect existing health and safety practices.
- Communicate to any contractors or on-site visitors about changes that have been made to help control the spread of COVID-19. Ensure that they have the information and capability to comply with those policies.
- Create and test communication systems that employees can use to self-report if they are sick and that you can use to notify employees of exposures and closures.
- Consider using a hotline or another method for employees to voice concerns anonymously.

Assess your essential functions and the reliance that others and the community have on your services or products.

- Be prepared to change your business practices, if needed, to maintain critical operations (e.g., identify alternative suppliers, prioritize existing customers, or temporarily suspend some of your operations).
- Identify alternate supply chains for critical goods and services. Some goods and services may be in higher demand or unavailable.
- If other companies provide your business with contract or temporary employees, talk with them about the importance of sick employees staying home and encourage them to develop non-punitive leave policies.
- Talk with business partners about your response efforts. Share best practices with other businesses in your communities (especially those in your supply chain), chambers of commerce, and associations to improve community response efforts.
- When resuming onsite business operations, identify and prioritize job functions for continuous operations. Minimize the number of workers present at worksites by resuming business operations in phases, balancing the need to protect workers with support for continuing operations.

Determine how you will operate if absenteeism spikes from increases in sick employees, those who stay home to care for sick family members, and those who must stay home to watch their children until [childcare programs and K-12 schools](#) resume.

- Plan to monitor and respond to absenteeism at the workplace.
- Implement plans to continue your essential business functions in case you experience higher-than-usual absenteeism.
- Prepare to institute flexible workplace and leave policies.
- Cross-train employees to perform essential functions so the workplace can operate even if key employees are absent.

Establish policies and practices for social distancing. Alter your workspace to help workers and customers maintain social distancing and physically separate employees from each other and from customers, when possible. Here are some strategies that businesses can use:

- Implement flexible worksites (e.g., telework).
- Implement flexible work hours (e.g., rotate or stagger shifts to limit the number of employees in the workplace at the same time).
- Increase physical space between employees at the worksite by modifying the workspace.
- Increase physical space between employees and customers (e.g., drive-through service, physical barriers such as partitions).
- Use signs, tape marks, or other visual cues such as decals or colored tape on the floor, placed 6 feet apart, to indicate where to stand when physical barriers are not possible.

- Implement flexible meeting and travel options (e.g., postpone non-essential meetings or events in accordance with state and local regulations and guidance).
- Close or limit access to common areas where employees are likely to congregate and interact.
- Prohibit handshaking.
- Deliver services remotely (e.g., phone, video, or web).
- Adjust your business practices to reduce close contact with customers — for example, by providing drive-through service, click-and-collect online shopping, shop-by-phone, curbside pickup, and delivery options, where feasible.
- Move the electronic payment terminal/credit card reader farther away from the cashier, if possible, to increase the distance between the customer and the cashier.
- Shift primary stocking activities to off-peak or after hours, when possible, to reduce contact with customers.

If you have more than one business location, consider giving local managers the authority to take appropriate actions outlined in their COVID-19 response plans based on their local conditions.

Maintain a Healthy Work Environment

Since COVID-19 may be spread by those with no symptoms, businesses and employers should evaluate and institute controls according to the [hierarchy of controls](#) to protect their employees and members of the general public.

Consider improving the engineering controls using the building ventilation system. This may include some or all of the following activities:

- Increase ventilation rates.
- Ensure ventilation systems operate properly and provide acceptable indoor air quality for the current occupancy level for each space.
- Increase outdoor air ventilation, using caution in highly polluted areas. With a lower occupancy level in the building, this increases the effective dilution ventilation per person.
- Disable demand-controlled ventilation (DCV).
- Further open minimum outdoor air dampers (as high as 100%) to reduce or eliminate recirculation. In mild weather, this will not affect thermal comfort or humidity. However, this may be difficult to do in cold or hot weather.
- Improve central air filtration to the MERV-13 or the highest compatible with the filter rack, and seal edges of the filter to limit bypass.
- Check filters to ensure they are within service life and appropriately installed.
- Keep systems running longer hours, 24/7 if possible, to enhance air exchanges in the building space.

Note: Some of the above recommendations are based on the American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) [Guidance for Building Operations During the COVID-19 Pandemic](#). Review these ASHRAE guidelines for further information on ventilation recommendations.

Ensure the safety of your building water system and devices after a prolonged shutdown:

- Follow the [CDC Guidance for Building Water Systems](#), which describes 8 steps to take before you reopen your business or building.

Give employees, customers, and visitors what they need to clean their hands and cover their coughs and sneezes:

- Provide tissues and no-touch trash cans.
- Provide soap and water in the workplace. If soap and water are not readily available, use alcohol-based hand sanitizer that is at least 60% alcohol. Ensure that adequate supplies are maintained.
- Ideally, place touchless hand sanitizer stations in multiple locations to encourage hand hygiene.
- Place [posters](#) that encourage [hand hygiene](#) to help [stop the spread](#) at the entrance to your workplace and in other workplace areas where they are likely to be seen. This should include signs for non-English speakers, as needed.
- Discourage handshaking. Encourage employees to use other noncontact methods of greeting.
- Direct employees to visit CDC's [coughing and sneezing etiquette](#) and [clean hands webpage](#) for more information.

Perform routine cleaning:

- Follow the [Guidance for Cleaning and Disinfecting](#) to develop, implement, and maintain a plan to perform regular cleanings to reduce the risk of exposure to COVID-19.
- Routinely clean all frequently touched surfaces in the workplace, such as workstations, keyboards, telephones, handrails, and doorknobs.
 - If surfaces are dirty, clean them using a detergent or soap and water before you disinfect them.
 - For disinfection, most common, EPA-registered, household disinfectants should be effective. A list of [products that are EPA-approved for use against the virus that causes COVID-19](#) is available on the EPA website. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method, and contact time).
- Discourage workers from using each other's phones, desks, offices, or other work tools and equipment, when possible.

- Provide disposable disinfecting wipes so that employees can wipe down commonly used surfaces (e.g., doorknobs, keyboards, remote controls, desks, other work tools and equipment) before each use.
- Store and use disinfectants in a responsible and appropriate manner according to the label.
- Do not mix bleach or other cleaning and disinfection products together. This can cause fumes that could be very dangerous to breathe in.
- Advise employees to always wear gloves appropriate for the chemicals being used when they are cleaning and disinfecting and that they may need additional PPE based on the setting and product.

Perform enhanced cleaning and disinfection after persons suspected/confirmed to have COVID-19 have been in the facility:

- If a sick employee is suspected or confirmed to have COVID-19, follow the [CDC cleaning and disinfection recommendations](#).

Limit travel and advise employees if they must travel to take additional precautions and preparations:

- Minimize non-essential travel and consider resuming non-essential travel in accordance with state and local regulations and guidance.
- Check the [CDC's Traveler's Health Notices](#) for the latest guidance and recommendations for each country where you will travel. Specific travel information for travelers going to and returning from countries with travel advisories, and information for aircrew, can be found on the [CDC website](#).
- Advise employees to check themselves for [symptoms of COVID-19](#) before starting travel and to notify their supervisor and stay home if they are sick.
- Ensure employees who become sick while traveling or on temporary assignment understand that they should notify their supervisor and promptly call a healthcare provider for advice if needed.
- If they are outside the United States, sick employees should follow company policy for obtaining medical care or contact a healthcare provider or overseas medical assistance company to help them find an appropriate healthcare provider in that country. A U.S. consular officer can help locate healthcare services. However, U.S. embassies, consulates, and military facilities do not have the legal authority, capability, or resources to evacuate or give medicines, vaccines, or medical care to private U.S. citizens overseas.

Minimize risk to employees when planning [meetings and gatherings](#):

- Use videoconferencing or teleconferencing when possible for work-related meetings and gatherings.

- Cancel, adjust, or postpone large work-related meetings or gatherings that can only occur in-person in accordance with state and local regulations and guidance.
- When videoconferencing or teleconferencing is not possible, hold meetings in open, well-ventilated spaces continuing to maintain a distance of 6 feet apart and wear cloth face coverings.

For your safety

Help prevent the spread of COVID-19

Sanitize frequently touched surfaces, such as door handles.



Stay up to date on the latest health information.



Maintain at least six feet of physical distancing from others.

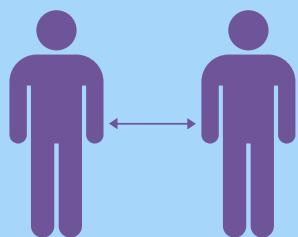


Stay at home and isolate if you are sick.



DO YOUR PART

Wear your mask, especially when social distancing is difficult.



Limit the number of people in social gatherings, or have a virtual chat.



Spartanburg Regional
Healthcare System

To learn more about preventing the spread of COVID-19, visit SpartanburgRegional.com.

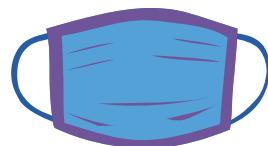
For your safety

Help prevent the spread of COVID-19

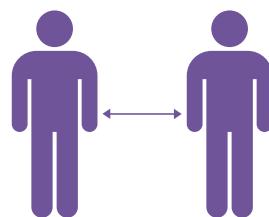
Wash your hands frequently with soap and water for at least 20 seconds.



Wear a mask in public, especially when social distancing is difficult.



Maintain at least six feet of physical distancing from others at all times.



Sanitize frequently touched surfaces, such as tables, countertops and door handles.

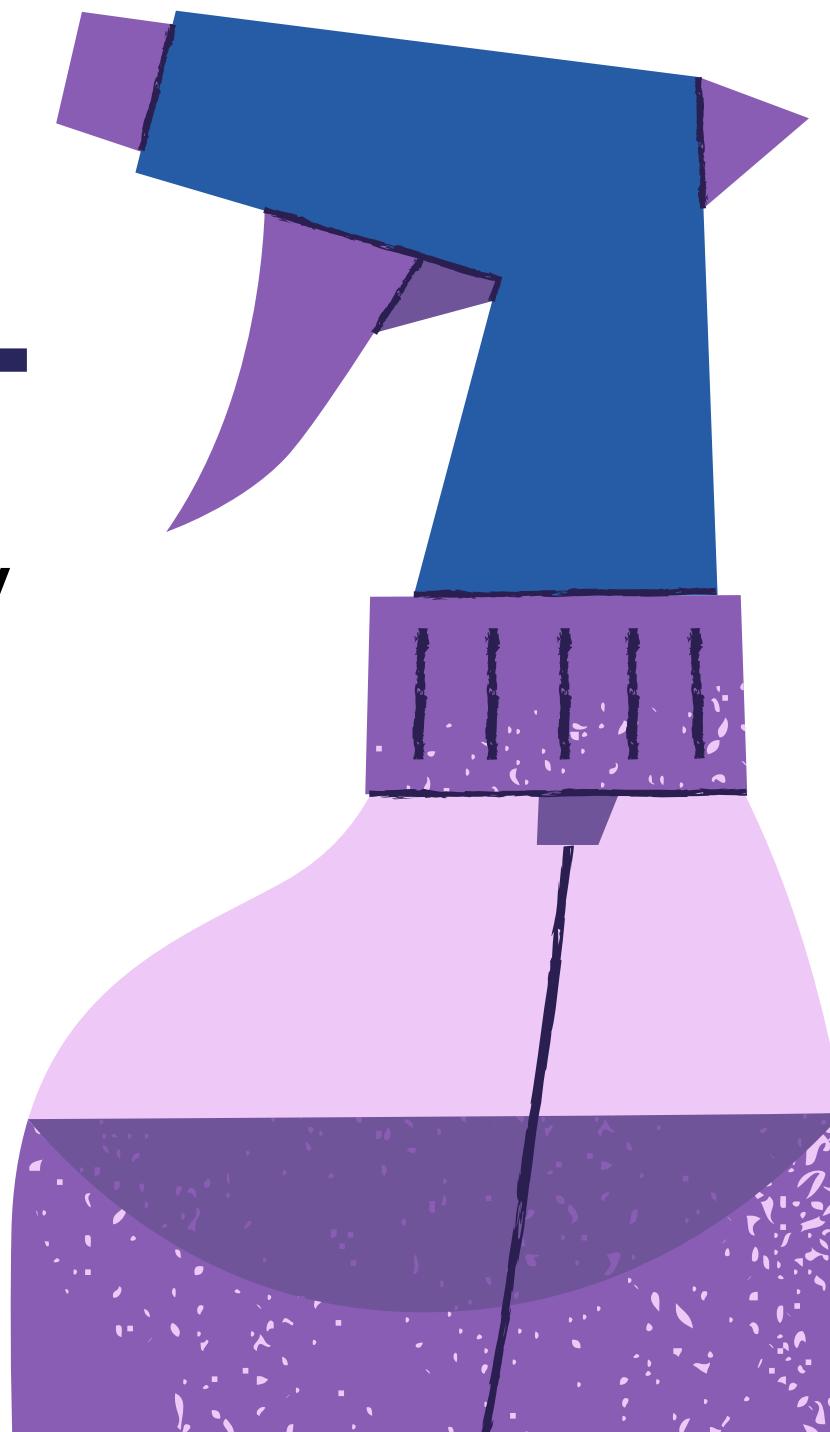


For your safety

Help prevent the spread of COVID-19

CLEAN & DISINFECT

Sanitize frequently touched surfaces, such as tables, countertops and door handles.

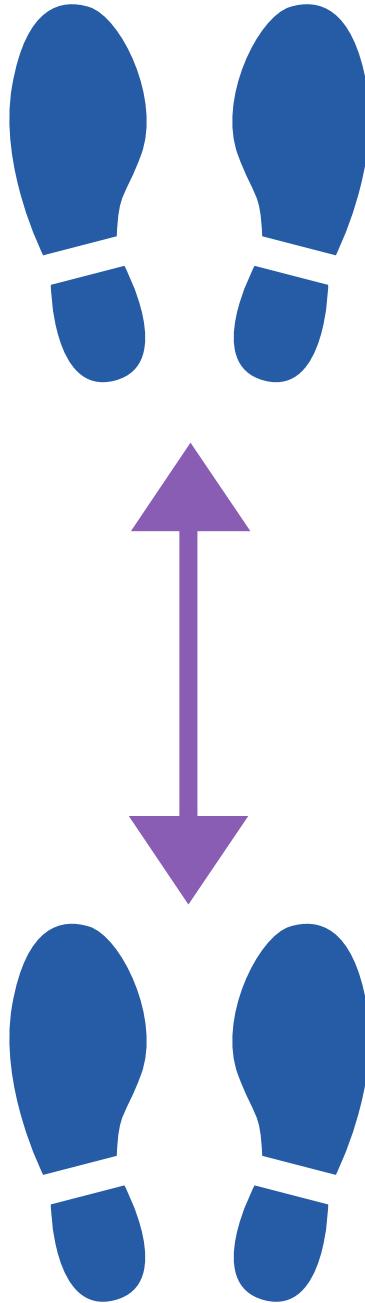


For your safety

Help prevent the spread of COVID-19

**6 FEET
APART**

Please maintain six
feet of physical
distance between
yourself and others.



For your safety

Help prevent the spread of COVID-19

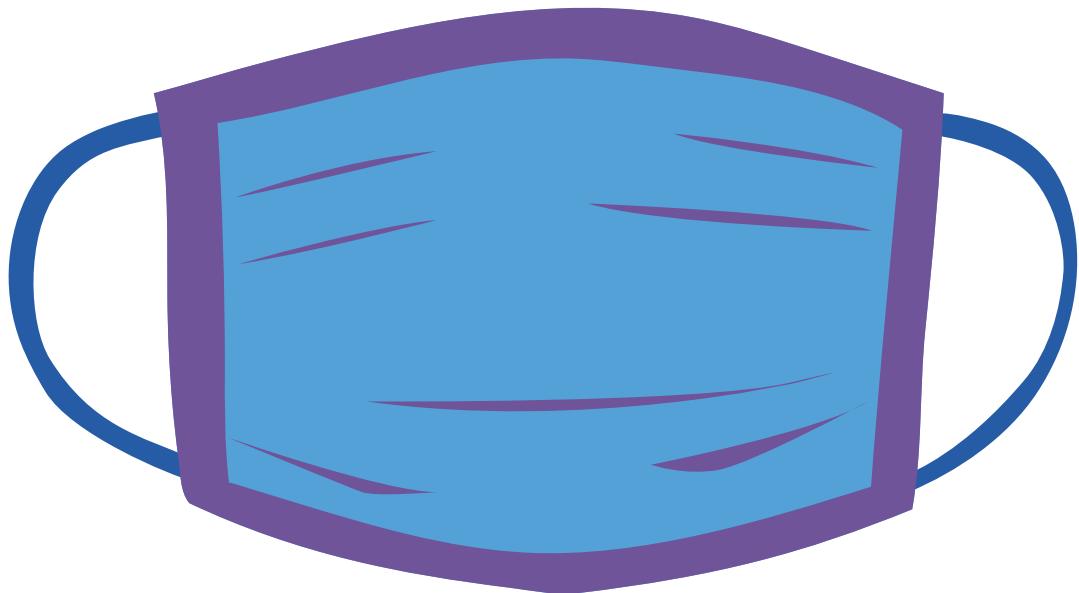
WASH YOUR HANDS

Wash your hands
frequently with
soap and water for
at least 20 seconds.



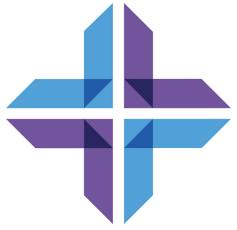
For your safety

Help prevent the spread of COVID-19



WEAR A MASK

**Wear a face covering in public,
especially when social
distancing is difficult.**

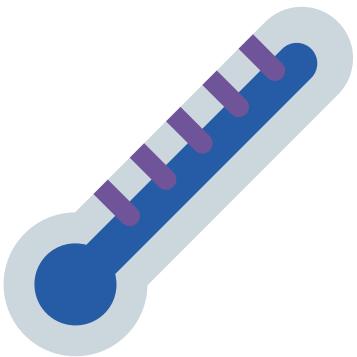


COVID-19

Stop the Spread of Germs

Help prevent the spread of respiratory viruses like COVID-19 and flu

What are the symptoms?



Fever



Cough

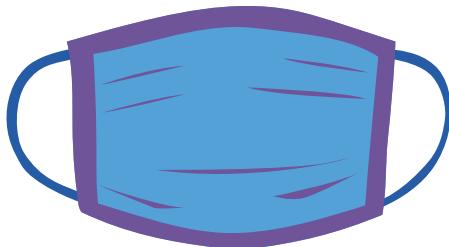


Trouble breathing

How is it prevented?



Wash hands often



Wear a mask and avoid touching your face



Avoid contact with sick people



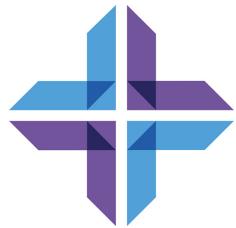
Stay home while you are sick; avoid others



Cover mouth/nose with a tissue or sleeve when coughing or sneezing



Clean and disinfect frequently touched objects and surfaces

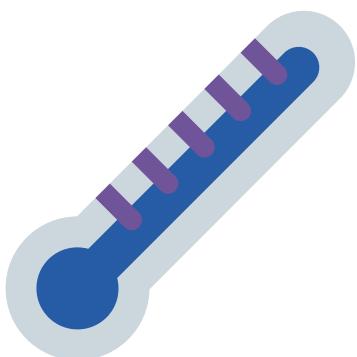


COVID-19

Detenga la propagación de microbios

Ayude a prevenir la propagación de virus respiratorios como COVID-19 y la gripe.

¿Cuáles son los síntomas?



Fiebre



Tos

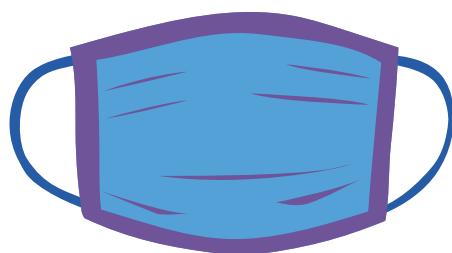


Falta de aire

¿Cómo se previene?



Lávese las manos con frecuencia



Use una mascarilla y evite tocarse la cara



Evite el contacto con personas enfermas



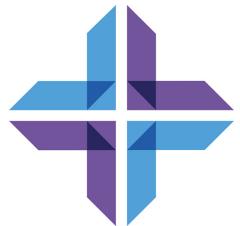
Quédese en su casa mientras está enfermo/a y evite estar en contacto con otras personas



Cúbrase la boca/la nariz con un papel tisú o con la manga de su ropa al toser o estornudar



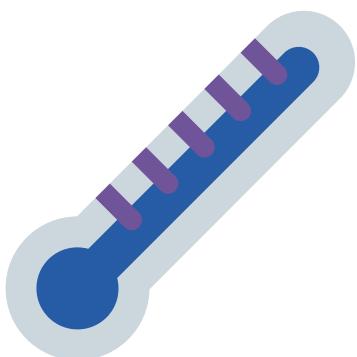
Limpie y desinfecte los objetos y las superficies que se tocan frecuentemente



КОВИД-19

Остановим Распространение Микробов Помогите
предотвратить распространение респираторных
таких как КОВИД-19 и грипп

Каковы симптомы?



Высокая температура



Кашель

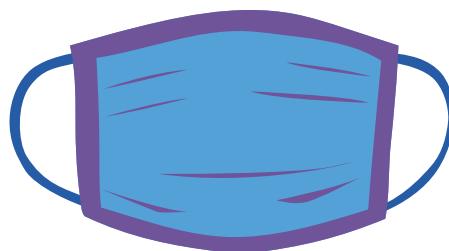


Затруднённое дыхание

Как это предотвратить?



Часто мойте руки



Носите маску и не
прикасайтесь к своему лицу



Избегайте контакта с
больными людьми



Оставайтесь
дома пока вы больны;
избегайте других



При кашле или чихании
прикрывайте рот нос
салфеткой или
рукавом



Мойте и
дезинфицируйте поверхн
ости и предметы к
которым часто
прикасаетесь

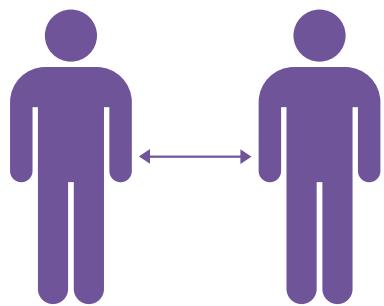
Keep yourself and others safe from COVID-19 when returning to work

Clean your hands often



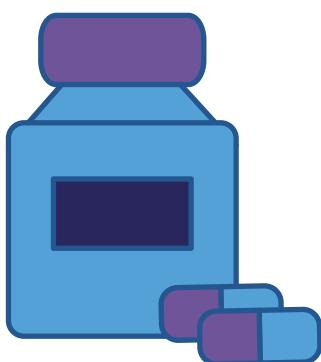
- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place; after blowing your nose, coughing, or sneezing; and after using shared equipment.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose and mouth with unwashed hands.

Avoid close contact



- Put distance (at least 6 feet) between yourself and other people.
- Wear cloth face coverings (if appropriate) when social distancing is difficult to maintain.
- Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect between employees if sharing occurs.
- Remember that some people without symptoms may be able to spread virus.

If you are at increased risk for illness ...



- Contact your manager to discuss special accommodations that will allow you to perform your job duties safely.



SRHS Employee Health (EH) Instructions for COVID-19 Symptoms & Return to Work

When can I return to work after COVID-19 testing due to symptoms?

- If your test result is negative:
 - When your symptoms have subsided, call Employee Health (EH) for a return-to-work appointment.
- If your result is positive, you may return to work when all of the following have been met:
 - At least 10 days from onset of symptoms
 - No fever without medications for 3 days
 - No cough/significant improvement in symptoms for 3 days
 - Schedule a return-to-work appointment with EH

When can I return to work if my COVID-19 test is positive, but I have not had any symptoms?

- You must stay out of work for 10 days from the test date and be cleared by EH.

Can I work after being COVID-19 tested if I have not had an exposure or symptoms?

- Yes, as long as you are asymptomatic.

Can I work after having close contact with someone with a COVID-19 positive test result?

- Close contact is defined as being less than 6 feet from someone for more than 15 minutes without a mask during the positive person's symptomatic period or 2 days before symptoms started.
- If you had close contact; contact your manager and EH. If your manager and EH determine that your position is essential, then you will be allowed to work while self-monitoring and wearing a mask at all times.
- Your manager and EH may determine that your current position is not essential based on your job description and current department need. Then, you will be quarantined for 14 days from the last exposure date or test date.

Should I be tested for COVID-19 after close contact with someone with COVID-19? (Refer to definition of close contact above)

- S.C. DHEC recommends testing of close contacts no sooner than 7 days after the exposure or the positive person's test date.
- If the exposure occurred outside of work hours, contact your PCP or complete an E-Visit.
- If the exposure occurred during work hours, contact EH.