

# AVENUE II COVID-19 PANDEMIC PLANNING MANUAL

<b>TOPIC:</b> Staff Resources	<b>SUBJECT:</b> COVID-19- How to Prevent the Spread	<b>Code:</b> SR003
		<b>Date of Issue:</b>
		<b>Revised:</b> April 1, 2022
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## COVID-19 – HOW TO PREVENT THE SPREAD

### TO PREVENT THE SPREAD OF THE VIRUS IT IS RECOMMENDED THAT EVERYONE SELF MONITOR FOR THE SYMPTOMS –

#### HOW TO SELF-MONITOR

Follow the five COVID-19 infection prevention and control measures listed below (screening, personal hygiene, cough etiquette, environmental screening and physical distancing).

- Stay at home unless you have to go to work.
- Avoid all non-essential trips in your community.
- Limit contact with people at higher risk (e.g. seniors and individuals that are immunocompromised / have chronic health conditions).
- Do not gather in groups and avoid crowded public spaces and places where you cannot easily separate yourself from others if you become ill. Follow the direction of the Health Officials.
- You can go out for exercise (e.g. walk, hike, or bike ride) if you:
  - Have not been diagnosed with COVID-19,
  - Do not have symptoms of COVID-19, and
- Following local and provincial directives.
- Maintain social distancing.

THE GOAL IS TO USE THESE FIVE INFECTION PREVENTION AND CONTROL MEASURES TO SLOW DOWN THE SPREAD AND IMPACTS OF COVID-19.

#### SCREENING –

Self monitor and screen yourself for the symptoms of COVID-19 regularly as recommended by provincial and local health recommendations. Complete workplace screening as directed. All staff who are sick should stay home.

#### HAND WASHING –

- Wash your hands frequently using soap and water for at least 20 seconds. If soap and water is not available, use alcohol-based sanitizer that meets Health Canada's recommendations.
- Wash your hands after using the washroom, before preparing or eating food, after contact with frequently touched surfaces, upon returning home from work or a public place.
- Avoid touching your face (eyes, nose, and mouth in particular) with unwashed hands.
- Remind any children in your care to follow these recommendations and support them to do so.

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## *COUGH ETIQUETTE*

- Cover your mouth and nose with a tissue, or your upper sleeve or elbow, when you cough or sneeze. Throw used tissues immediately in a lined wastebasket then wash your hands using soap and water or an alcohol-based sanitizer.
- Remind any children in your care to follow these recommendations and support them to do so.
- Wear a mask as required by local or provincial direction.

## *ENVIRONMENTAL CLEANING*

- In addition to routine cleaning, frequently touched surfaces are most likely to be contaminated. Clean and disinfect frequently touched surfaces as directed and when visibly dirty. Examples of frequently touched surfaces include but are not limited to:
  - Doorknobs, light switches, counters, toilet handles, sink handles, touch screen surfaces, keypads, keyboards, mice, phones, electronics, bedside tables, remote controls, toys, desk counters, handrails, elevator buttons, gym equipment
- Continue normal dishwashing practices. Do not share dishes, drinking glasses, cups, or eating utensils with anyone under investigation for COVID-19. After use of these items, soap or detergent and warm water, as well as dishwashers, can be used for washing. No special soap is needed.
- Continue normal laundry practices. Do not share towels, bedding or clothes with anyone under investigation for COVID-19. There is no need to separate the laundry of someone under investigation, but you should wear gloves when handling. Clean your hands with soap and water immediately after removing your gloves.
- Be careful when touching waste. All waste can go into regular garbage bins. When emptying wastebaskets and garbage bins, be careful not to touch any used tissues with your hands. Lining wastebaskets with a plastic bag makes waste disposal easier and safer. Clean your hands with soap and water after emptying.

## *PHYSICAL DISTANCING*

- Physical distancing involves taking steps to limit the number of people you come into close contact with. This means to be physically separated from other people, by a space of at least 2 metres, as much as possible. Avoiding close contact with other people helps prevent the spread of illnesses, such as COVID-19, by keeping the density of people low. However, it is still important to stay socially connected through other means, such as phone calls, social media, or other digital means.”

## **WHAT TO DO IF YOU DEVELOP SYMPTOMS**

- If you have symptoms, or symptoms develop, [self-isolate](#) immediately.
- Call Avenue II so that if you have been in contact with staff or clients we can implement enhanced protocols for the safety of all. Keep Avenue II up to date with your health status and results.