



COVID-19: Health and Safety Tips for Staff & Participants

Health and Safety for Staff & Participants

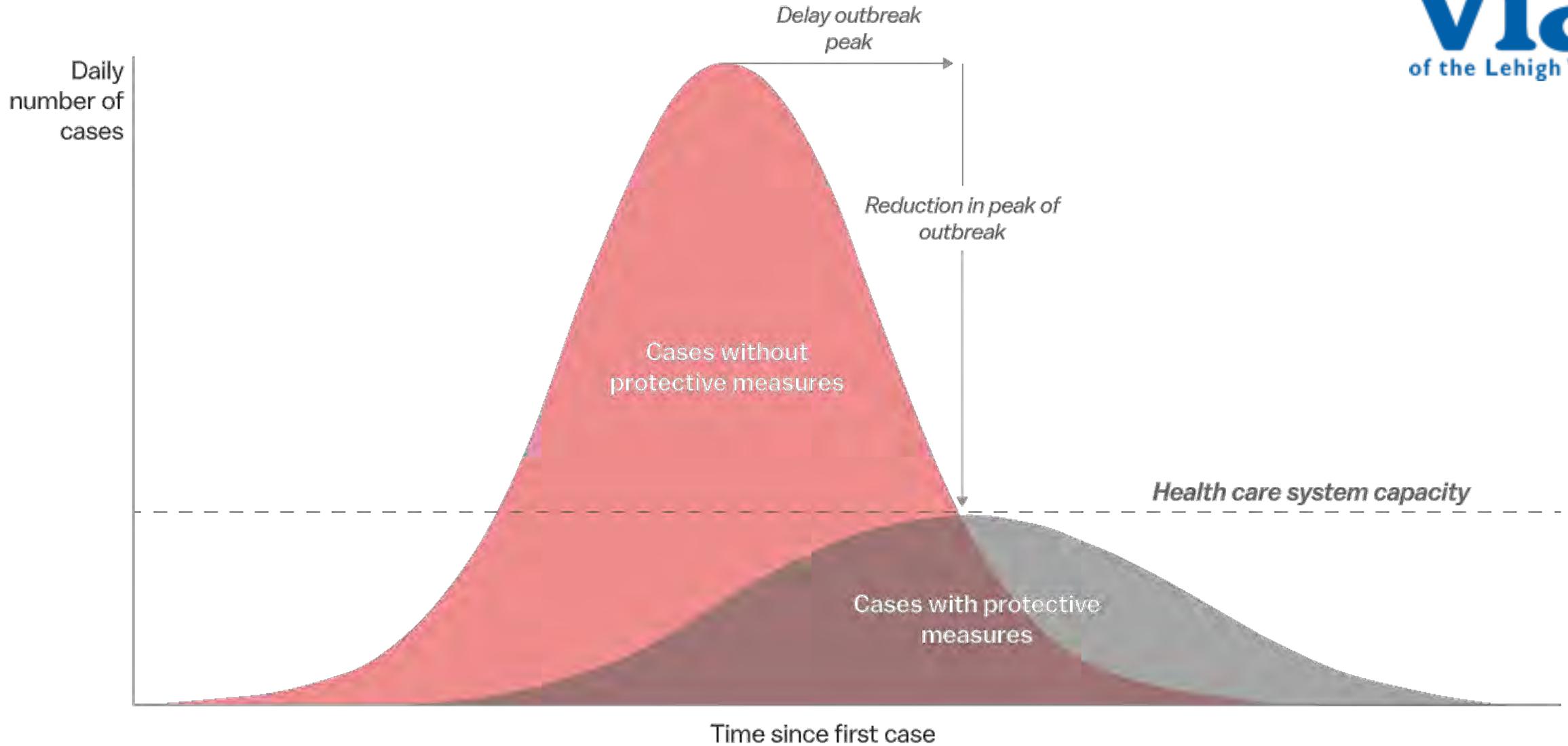


- Prevention of disease transmission is our priority.
- First and foremost, Via wants to maintain a safe workplace and encourage practices protecting the health of our workforce, participants, and the community.
- We also want to ensure the continuity of operations.
- We will continue to send communications as more information becomes available.

How do we help stop
the spread and “flatten
the curve”?



Flattening the curve



Source: CDC

SOCIAL DISTANCING OUTSIDE OF YOUR HOME



YES



Fresh air activities and exercise, keeping 6 feet between yourself and others who do not live in your home



Life-sustaining trips, like food shopping—try to do weekly rather than daily



Order take-out or delivery from a local restaurant



NO



Gatherings of large groups of people



Parties, BBQs, play dates, group sports, etc. with people that do not live in your home



Close contact with people who do not live in your home



What to Keep in Mind When Supporting Participants

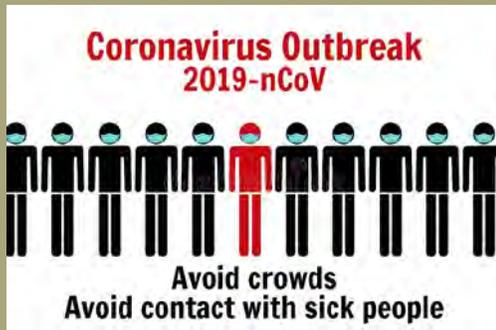
- Practice social distancing.
- Limit physical contact and close proximity as much as possible.
- Avoid hugging, shaking hands, “high 5’s” and fist bumping. Replace with air “high 5’s”.
- Wear gloves when cleaning (tables, small spills, car, etc.).
- Wear gloves when providing any support that involves physical contact, such as assisting someone to eat, cleaning/wiping their face or hands and assisting someone wiping/blowing their nose. Remove gloves properly to avoid contamination.
- Be aware of signs that someone may not feel well.
- Openly communicate with participants, their families, caregivers, staff and other supports.
- Teach/model proper hand washing (20 seconds with soap and water).

What You Can Do



- Stay at home when you are sick.
- Wash your hands frequently with warm, soapy water for at least 20 seconds (especially when they are visibly dirty).
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Cover your cough or sneeze with a tissue and then throw the tissue in the trash. If you do not have a tissue, sneeze or cough into the crook of your elbow – NOT INTO YOUR HANDS!!
- Avoid people who are sick with respiratory symptoms.
- Clean frequently touched surfaces; wear disposable gloves when doing so.
- Do not shake hands (or bump fists).

What You Can Do



- Avoid unnecessary travel.
- Avoid crowded places.
- Follow all steps to reduce the transmission of communicable diseases.
- Always continue to use universal precautions. This approach to infection control is to treat all human blood and certain body fluids as if they were known to be infectious for HIV, HBV and other bloodborne pathogens.
- Discuss questions and concerns with your supervisor, Denise Pioli (d.pioli@vianet.org) or Jen McCary (j.mccary@vianet.org).

Important Times to Clean Your Hands



- After blowing one's nose, coughing or sneezing.
- After using the restroom.
- Before and after providing care for another person who needs assistance.
- Before, during and after preparing food.
- Before eating food.
- After contact with animals or pets.
- After touching garbage.
- After returning from a public outing (grocery store, bank, etc.).

Sanitizing



- Sanitization kits are available to staff providing direct supports. These boxes contain antibiotic wipes, a box of gloves, disinfectant spray, and hand sanitizer.
- Via provides hand sanitizer throughout the workplace and in common areas; additional dispensers will be installed.
- Cleaning sprays and wipes will be provided to clean high traffic areas like the Cafeteria, Workshop and Adult Training Facility on a daily schedule.

Treat Everyone As If They Can Transmit a Communicable Disease Even If They Show No Symptoms

- Limit physical contact and close proximity as much as possible.
- Avoid hugging, shaking hands, “high 5’s” and fist bumping. Replace with air “high 5’s”.
- Wear gloves when cleaning (tables, small spills, car, etc.).
- Wear gloves when providing any support that involves physical contact such as assisting someone to eat, clean/wipe their face or hands and assisting someone to wipe/blow their nose.



WHAT IS A **CASE**?



A patient has a diagnosis of COVID-19.

TAKE ACTION:

Isolate.

Separate from people who are not sick to avoid spreading illness.

WHAT IS A **CONTACT**?



An individual had close contact while the case patient was infectious.

TAKE ACTION:

Quarantine.

Stay at home to limit community exposure to illness and to see if symptoms develop.

WHAT IS A **CONTACT OF A CONTACT**?



An individual had or continues to have close contact with a contact.

TAKE ACTION:

Everyday preventative actions.

Wash hands, cover coughs and sneezes, and clean surfaces frequently. Be alert for symptoms.



What To Do If You Are Not Feeling Well

- It is critical that employees DO NOT report to work while they are experiencing respiratory symptoms such as fever, cough, shortness of breath, sore throat, runny or stuffy nose, body aches, headache, chills and/or fatigue.
- The CDC recommends that employees remain at home until at least 24 hours after they are free of fever (100 degrees) or signs of a fever without the use of fever-reducing medication. Seek medical attention if you have reason to believe that you have been exposed to coronavirus or influenza.
- Call your healthcare provider before visiting a healthcare facility.
- Talk to your physician if you need more information or for further recommendations.
- For those employees who are covered under Via's Health plan, you can use *Virtual Medicine Services* to talk to a doctor anytime. Go to [HighmarkBlueShield.com](https://www.HighmarkBlueShield.com) to find a doctor or call Member Services at 888-258-3428 and follow the prompts.

When in
Doubt...
Stay Home!

Many times, with the best of intentions, employees report to work even though they feel ill.

We provide paid leave (PLB) to compensate employees who are unable to work due to illness.

Employees who report to work ill will be sent home in accordance with these health guidelines.

Coughing?
Sneezing?



Stay home if you're sick!

KNOW THE SYMPTOMS OF COVID-19



FEVER



COUGH



SHORTNESS
OF BREATH



DIARRHEA



Be on the Lookout for Changes in Participant Behavior and Presentation Including:

- Rapid breathing
- Breathing difficulties
- Fever
- General malaise or lethargy
- Functional decline (people are not participating at their typical level or unable to do things they normally do)
- Increased confusion and/or agitation
- Incontinence (new onset)
- Loss of appetite
- Abdominal pain
- Headache
- Chest pain
- Tachypnoea (abnormally rapid breathing)
- Cough
- Blue coloration of the skin around the mouth



What to Do If a Participant Is Showing Symptoms

- Ask the person how they are feeling including any additional symptoms that they might have.
- Notify the participant's family or caregiver immediately.

Resources



<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>



<https://www.health.pa.gov/topics/disease/coronavirus/Pages/Coronavirus.aspx>



<https://www.dhs.pa.gov/providers/Providers/Pages/Coronaviruses-2020.aspx>



<https://www.myodp.org/mod/page/view.php?id=26808>

