



Keeping Yourself Healthy During COVID-19

Work:

- If you are sick- stay home.
- If you feel sick at work- contact your supervisor for guidance.
- Wash hands when you arrive at work and throughout the day.
- Avoid touching your eyes, nose, and mouth.
- Cover your mouth or nose when you cough or sneeze.
- Maintain 6 feet between people at all times.
- Use teleconferencing for meetings when possible.
- Do not have many employees in a break area at one time.
- Do not share food.
- Do not share work surfaces including phones, pens, mouse, keyboards, or other worksite tools, when possible. Sanitize after use if you must share.
- Clean and disinfect frequently touched objects and surfaces using cleaning solution provided, remember breakroom and bathrooms

Personal & Mental:

- Separate work life from personal life
- When home, be home and stay home.
- Make time daily for yourself.
- Be honest about how you are feeling; may need to ask for what you need
- Inform coworkers and leadership if struggling
- Take a break from news and social media as needed
- Eat well balanced meals
- Take a break.
- Stay hydrated.
- Exercise
- Get fresh air when you can.
- Get plenty of rest
- Do not shake hands with others, give a 6 foot high five. .