



## COVID-19 Public Health Emergency

This WHC policy includes measures we are taking to mitigate the spread of coronavirus. In order to sustain a healthy and safe workplace in this unique environment, it is requested all employees follow the recommendations and rules. It is important that all employees and clients respond responsibly to the health precautions.

This policy is susceptible to changes with the introduction of additional governmental guidelines.

<b>Effective</b>	September 2020	Approved by WHC MD
<b>References</b>	<a href="#">CDC</a> <a href="#">Wy DOH</a> <a href="#">Public Health Activity Guidance</a>	

Communicate with staff:

- Stay informed about the COVID-19 situation [CDC website](#) and state and local [Wyoming](#) to best determine policy and procedural step updates that works best for grantee and service site facilities.
- Review and update facility's emergency plan and sick leave policy and option to work remotely
- Keep track of symptoms and possible exposure to COVID-19 and contact healthcare provider and supervisor as indicated.
- Get emergency medical care immediately if you have trouble breathing or other [emergency warning signs](#)

Communicate with clients:

- Screen clients for symptoms and contact status on telephone when appointment is made to determine appropriate timing of and delivery of services.
- Provide updates about changes to your policies regarding appointments, providing telehealth services.
- Consider using website and social media pages to share updates.

Implement Universal Measures:

- Limit and monitor points of entry
- Post signs in locations in which will remind all persons of safety and hygiene measures
  - [Cover your Cough](#) and [Reminder Posters](#)
- Clients and visitors should wear facemasks (covering both nose and mouth) upon arrival and throughout their time at the facility
- Staff should wear face masks (covering both nose and mouth) at all times in the facility.
- Encourage physical distancing of 6 feet between persons, when possible
- Screen clients and visitors for fever, respiratory symptoms, and [other possible symptoms](#) before entering the facility.
- PPE [Using PPE](#)
  - Assure adequate supplies
  - Provide supplies for respiratory hygiene and cough etiquette, including facemasks, alcohol-based (60-95%) hand sanitizer and tissues