

COVID-19 RESPONSE



Guidance for Public Facilities And Organizations

From the Indiana State Department of Health:

What is COVID-19?

Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person. Patients with COVID-19 have experienced mild to severe respiratory illness, including fever, cough and shortness of breath. The virus that causes COVID-19 is a novel (new) coronavirus. It is not the same as other types of coronaviruses that commonly circulate among people and cause mild illness, like the common cold.

How Does COVID-19 Spread?

The virus that causes COVID-19 is thought to spread mainly from person-to-person, between people who are in close contact with one another (within about 6 feet) through respiratory droplets when an infected person coughs or sneezes. It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads.

What can Organizations Do to Prevent the Spread of COVID-19?

Public facilities and organizations should take everyday preventive measures to help contain the spread of COVID-19. These include:

- **Ensure adequate handwashing facilities and supplies are available.** Make sure restrooms are stocked with soap and paper towels. Consider making hand sanitizer stations available for visitors and staff.

- **Post signage encouraging proper handwashing and respiratory etiquette** (e.g., covering coughs and sneezes with a tissue or sleeve). Resources from CDC are available at [CDC Printable Resources](#).
- **Encourage employees not to work while sick**, including instituting supportive sick leave policies that do not penalize staff for missing work while they are ill.
- **Encourage visitors to avoid visiting the facility if they are sick.**
- **Perform routine environmental cleaning.** Routinely clean all frequently-touched surfaces (e.g., doorknobs, countertops, work stations) with your usual cleaning products. Follow all instructions on the product label.

Additional Resources:

[CDC Print Resources](#)

[CDC COVID-19 Website](#)

[CDC COVID-19 Information for Businesses](#)

[CDC COVID-19 FAQ](#)

[ISDH COVID-19 Website](#)