

# Quick facts:

## Coronavirus Disease 2019 (COVID-19)

**Everyone has a role to play to mitigate the potential impacts of COVID-19.**

- 1. Stay 2m away from others**
- 2. Wash your hands often**
- 3. Cover your cough**
- 4. Stay home if you are sick**

### What is COVID-19?

There are many types of coronaviruses, including some that commonly cause mild upper-respiratory tract illnesses, such as the common cold.

**COVID-19 is a new coronavirus not previously identified in humans.**

### Symptoms

Symptoms have included: fever, cough, difficulty breathing and pneumonia in both lungs. In severe cases, particularly in the elderly and those with underlying medical conditions, infection can lead to death. Some people have no symptoms at all.



### How does COVID-19 spread?

Human coronaviruses infect the nose, throat and lungs. They are most commonly spread through respiratory droplets when an infected person coughs or sneezes, or comes in close personal contact with someone (touching, shaking hands).

### Preventative measures



- Maintain a physical distance of 2m from others not in your household
- Wear a well-fitted non-medical or homemade mask
- Wash your hands often with soap for 20 seconds, and always after coughing, sneezing or blowing your nose
- Use alcohol-based sanitizer if water and soap is not available
- Avoid touching your mouth, nose and eyes
- Cover your nose and mouth with a disposable tissue if you cough or sneeze, or into your elbow
- Throw used tissues in the garbage
- Clean and disinfect high-touch areas (door handles, counters)
- Stay home if you have a fever or cough
- Avoid close contact with others if you are sick

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## Conduct a risk assessment at your workplace

Include these questions in your assessment:

- Who might be exposed to the virus at your workplace, and how often?
- Is it a closed site or is there public access?
- Do employees work in close proximity?
- Do employees travel to locations where there is a known outbreak?
- Has a sick worker travelled recently?
- Are handwashing facilities available? How often are they replenished?
- Are there handwashing or hand cleaning stations near high-touch areas (door handles, shared work stations)?
- Can employees work from home?
- Is there a reliable way to report an illness?



## Make a plan for your workplace

If COVID-19 becomes common in your community, you will want to have a plan in place to change practices in your workplace. Your plan should address the risks identified in your risk assessment and consider advice from health authorities as the situation evolves.

This may include: working from home or limiting face-to-face meetings, travel, and public access to your worksite.

## Roles and responsibilities

### Employers

- Ensure workers have access to handwashing/cleaning stations
- Speak with contractors about the importance of their sick employees staying home
- Monitor the situation, make a plan and take reasonable measures to protect the health and safety of workers

### Supervisors

- Provide instruction and information on cough etiquette and handwashing
- Encourage workers to stay home if they are sick
- Direct workers to reliable sources of information

### Workers

- Stay informed and follow good hygiene practices in your workplace
- Notify your supervisor if you, or someone close to you, becomes sick
- Stay home if you believe you have been exposed

### Stay up-to-date with information from reliable sources

- Government of Newfoundland and Labrador: [www.gov.nl.ca/covid-19](http://www.gov.nl.ca/covid-19)
- Public Health Agency of Canada: [www.canada.ca/en/public-health.html](http://www.canada.ca/en/public-health.html)
- World Health Organization: [www.who.int](http://www.who.int)