



RESOURCE GUIDE FOR H1N1

Action Steps to Prevent the Spread of Flu in Your Business

KEY POINTS



Encourage employees to wash their hands often. Instruct employees to wash their hands often with soap and water or use an alcohol-based hand cleaner, especially after coughing or sneezing.

Encourage employees to cover their coughs and sneezes. Communicate the importance of covering coughs and sneezes and provide tissues and no-touch wastebaskets.

Encourage all employees who want protection from flu to get vaccinated for seasonal flu. Also, encourage employees who are at higher risk for complications from H1N1 (swine) flu to receive the vaccine when it becomes available. People at higher risk for H1N1 (swine) flu complications include pregnant women and people with chronic medical conditions (such as asthma, heart disease, or diabetes).

Clean surfaces and items that are more likely to have frequent hand contact. Clean surfaces that are frequently touched with cleaning agents that are usually used in these areas. Additional disinfection beyond routine cleaning is not recommended.

Sick employees should stay home. People with symptoms of flu-like illness should stay home until at least 24 hours after they are free of fever. Employees who appear to have a flu-like illness upon arrival or become sick during the work day should be promptly separated from others and sent home.

Prepare for increased numbers of employee absences due to illness in employees and their family members and plan ways for essential business functions to continue. Cross-train staff to perform essential functions so that business operations can continue.

MORE DETAILS

