**COMMUNICABLE DISEASE PREVENTION PLAN**

Purpose: To provide a safe environment for all employees who may be potentially exposed to viral pathogens, including Coronavirus.

Procedures: All employees will be provided training on the APP and its Communicable Disease Prevention Plan during the initial orientation/job safety training conducted by the HR Department. Job specific training will be conducted by their Supervisor. Employees will be updated whenever the introduction of new or modified tasks or procedures warrants it.

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| Avoid  | Touching eyes, nose, and mouth with unwashed hands.Using other employees’ phones, desks, offices, or other work tools and equipment. |
| Limit | Food sharingLarge gatheringsBusiness travel |
| Use Etiquette | Stay home if you are sick.Do not share drinking glasses, chapstick, combs, etc.Cover mouth and nose with tissue when coughing or sneezing (or use inside of elbow).Maintain distance of at least 6 feet. |
| Hand Washing  | After blowing nose, coughing, or sneezing.After using restroom.Before eating or preparing food.After putting on, touching, or removing face coverings. |
| Routine Cleaning and Disinfection | Surfaces like tables, workstations, keyboards, telephones, handrails, and doorknobs. |

Exposure Determination – Examples of occupational groups in the OESD 114 considered at risk are listed below; however, individual job duties must be considered when determining those employees at risk.

* Health Care and other Care Providers (Nurses, Health Services Assistants, Child Program Employees)
* Custodians
* Teachers and Paraeducators working in classrooms serving students that may present an increased risk of exposure to viral pathogens (i.e., students requiring diapering or other personal care; students with difficulty controlling secretions; students prone to behaviors such as biting).