



Coronavirus (COVID-19)

Our goal is to protect our employees, clients and their families from exposure to communicable infectious diseases when outbreaks occur.

Protect yourself, your co-workers, clients, family and friends

- Wash your hands frequently, using proper handwashing techniques.
- Avoid close contact with people that are exhibiting symptoms (fever, cough, trouble breathing), avoid touching your face, eyes and nose (cover your mouth and nose with your elbow or a tissue if you cough or sneeze).
- Thoroughly cook meat and eggs.
- Prior to travelling check travel warning levels and avoid all nonessential travel and consider postponing nonessential travel to areas identified high risk. All Travel must be reported to HR and in some cases approved, please refer to the Communicable Disease policy for more detail.
- If you are experiencing or exhibiting any symptoms refrain from working, and if possible try to make other working arrangements with your direct Supervisor or HR. Report your symptoms to your Supervisor or HR contact.
- Avoid handshaking and hugging while on work time.
- Use all necessary supplies such as: sanitary wipes and masks required during certain identified tasks.
- If you have returned from any travel that has been identified high risk, self-isolate yourself and contact 811 to determine necessary steps that you may need to take.
- Consult your health care provider as soon as possible if you are concerned about your symptoms or have traveled recently to a region where the coronavirus outbreak is significantly widespread.
- Maintain social distancing – when someone coughs or sneezes they emit small liquid droplets from their nose or mouth which may contain the virus. If you are too close, you may breathe in the droplets.
- If you have a fever, cough and difficulty breathing, seek medical care early.
- Stay educated and updated with the most up to date information on the situation by visiting the following websites:
World Health Organization <https://www.who.int/>
Centers for Disease Control and Prevention
<https://www.cdc.gov/cononavirus/2019-ncov/index.html>
If you are traveling consult the following websites: Public Health Agency of Canada's Travel Health Advisories page and World Health Organization's bulletins.
- Take the time to read and understand your responsibilities within your employer's policy for Communicable Diseases.

What is the novel coronavirus?

On December 31, 2019, the World Health Organization (WHO) was alerted to several cases of pneumonia in Wuhan City, Hubei Province of China. The virus did not match any other known virus. This raised concern because when a virus is new, we do not know how it affects people. One week later, January 7, 2020, Chinese authorities confirmed they have identified a new virus. On February 11, 2020, the WHO officially named the disease 'COVID-19'. As of March 2, 2020, the WHO reports there are now 89,773 confirmed cases with 3,056 deaths world-wide. Symptoms are close to those of the common flu.

Coronaviruses (CoV) are a large family of viruses that cause illness ranging from the common cold to more severe diseases such as MERS-CoV and SARS-CoV. Common signs of infection include respiratory symptoms, fever, cough, shortness of breath and breathing difficulties. In severe cases, infection can cause pneumonia, severe acute respiratory syndrome, kidney failure and even death.

Coronavirus infections are diagnosed by a health care provider based on symptoms and laboratory tests. In some cases, travel history may be important.

According to Health Canada, currently, there are no specific treatments required for most people with coronavirus infection, as most people with common coronavirus illness will recover on their own. Your health care provider may recommend steps you can take to relieve symptoms.

Symptoms of Covid-19 Versus the Common

Covid-19	<u>Cold</u>	Common Cold
*Fever		*Runny Nose
*Dry Cough		*Sore Throat
*Chest Tightness		*Cough
*Fatigue		*Post nasal drip
*Muscle Pain		*Watery eyes
*Shortness of breath		*Usually no fever
*Sore throat (occasionally)		*Nasal congestion