

Smart Strategies to Reduce Illness *in the Workplace*

Educate employees on the importance of self-health practices

- Wash your hands!
- Don't touch your face, your nose, your mouth, your food with unwashed hands.
- Cover coughs and sneezes.
- Keep your distance – 6 feet is safe if someone is coughing, sneezing, or sniffing.
- Stay up to date on vaccinations like flu, COVID and others.

Allow employees to stay home or go home if they are sick

- Develop and review sick leave policies that encourage sick workers to stay home without fear of any reprisals.
- Consider providing “sick” time to cover current COVID recommendations of 5 days of home isolation.
- Advise employees to stay home when they are not well.
- Allow for remote work if possible.
- If COVID positive, they can return to work after 5 days. For all other illness, they can return if symptoms are improving, and they have been fever-free for 24 hours without the use of a fever reducing medication.

Develop these common practices to reduce risk

- Ensure workplace has proper ventilation.
- Provide tissues, hand sanitizer, no-touch trash cans and disinfecting supplies for employee use.
- Promote a culture of less sharing/more cleaning.
- If possible, provide your staff their own phones, keyboards, mouse, etc.
- Establish routine custodial cleaning practices for all common used and shared objects and areas.