

WHITE SANDS MISSILE RANGE CORONAVIRUS-19 (COVID-19) QUICK REFERENCE GUIDE

The following interim guidance was taken from the resources listed below and may help prevent workplace exposures to acute respiratory illnesses, including COVID-19, in non-healthcare settings. To prevent stigma and discrimination in the workplace, refer to the Centers for Disease Control and Prevention website below to determine risk of COVID-19. Do not make determinations of risk based on race or country of origin, and be sure to maintain confidentiality of people with confirmed COVID-19.

Guidance and recommendations changes daily. We encourage you to visit the Centers for Disease Control and Prevention (CDC), New Mexico Department of Health (NMDOH) and Office of Personnel Management (OPM) websites for updated information.

REFERENCES:

1. Centers for Disease Control and Prevention: <https://www.cdc.gov/coronavirus/2019-ncov/>.
2. New Mexico Department of Health: <http://cv.nmhealth.org/>.
3. Office of Personnel Management: www.opm.gov/coronavirus.
4. Office of the Under Secretary of Defense for Personnel and Readiness Memorandum, “Force Health Protection Guidance (Supplement 4) – Department of Defense Guidance for Personnel Traveling During a Novel Coronavirus Outbreak” March 11, 2020.
5. Office of the Secretary of Defense Memorandum, “Travel Restrictions for DoD Components in Response to Coronavirus Disease 2019” March 11, 2020.

BACKGROUND:

- COVID-19 is a new virus, therefore:
 - All humans are susceptible to infection
 - A vaccine is months to a year or more away
 - Older people and those with severe underlying health conditions are at a higher risk of developing serious illnesses

IMPACT:

- People:
 - Estimate 20-35% of the population (64,000,000 – 112,000,000 U.S.) will become sick from COVID-19 (versus 10% for Seasonal Influenza)
 - Estimate 80% of those illnesses will be mild (51,200,000 – 89,600,000 U.S.)
 - Mortality rate is estimated at 1% for those infected with COVID-19 (640,000 – 1,200,000 U.S.)
 - The disease burden (the impact as measured by financial cost, mortality...etc.) of COVID-19 is estimated to be 10 times that of the Seasonal Flu
- Readiness:
 - Currently, most countries have areas of sustained community spread, therefore, all travel needs to incorporate a risk assessment
 - Estimate 40% of the workforce, including military, will become sick and/or will need to tend to sick family members
 - DoD restrictions that affect all official and non-official travel

GOAL:

- Slow the transmission of disease through effective hygiene, limited exposure, and continued education
 - Decrease the total number infected in order to decrease overall impact.

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Actively encourage sick employees to stay home:

- Employees who have symptoms consistent with the flu (fever, cough, shortness of breath) are recommended to stay home and not come to work until they are free of fever (100.4° F or greater using an oral thermometer), signs of a fever, and any other symptoms for at least 24 hours.
- Employees should notify their supervisor and stay home if they are sick.
- Ensure that your sick leave policies are flexible and consistent with public health guidance and that employees are aware of these policies.
- Talk with companies that provide your business with contract or temporary employees about the importance of sick employees staying home and encourage them to develop non-punitive leave policies.
- Do not require a healthcare provider's note for employees who are sick with acute respiratory illness to validate their illness or to return to work, as healthcare provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely way.
- Employers should maintain flexible policies that permit employees to stay home to care for a sick family member. Employers should be aware that more employees may need to stay at home to care for sick children or other sick family members than usual.

Call ahead before visiting a healthcare facility:

- If you have a medical appointment, call the healthcare provider and tell them that you have or may have COVID-19. This will help the healthcare provider's office take steps to keep other people from getting infected or exposed.

Wear a facemask if you are sick:

- You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) or pets and before you enter a healthcare provider's office.

Slowing the transmission of the disease:

- Through effective hygiene and limited exposure is the primary goal of health officials across the globe. Discourage non-essential travel (to include coming to work).

Separate sick employees:

- CDC recommends that employees who appear to have acute respiratory illness symptoms (i.e. cough, shortness of breath) upon arrival to work or become sick during the day should be separated from other employees and be sent home immediately.
- Instruct employees to clean their hands often with an alcohol-based hand sanitizer that contains at least 60-95% alcohol, or wash their hands with soap and water for at least 20 seconds.
- Provide soap and water and alcohol-based hand sanitizer in the workplace.
- Place alcohol-based hand sanitizer in multiple locations to encourage hand hygiene.
- Patients with confirmed COVID-19 should remain under home isolation precautions until the risk of secondary transmission to others is thought to be low.
- The decision to discontinue home isolation precautions should be made on a case-by-case basis, in consultation with healthcare providers and state and local health departments.

Monitor your symptoms:

- If, at any time, you develop severe symptoms (e.g., difficulty breathing), seek urgent medical attention.
- Persons who are placed under active monitoring or facilitated self-monitoring should follow instructions provided by their local health department or other health professionals.

Travel Restrictions:

- Effective March 13, 2020, the Secretary of Defense has placed travel restrictions for all DoD Components. Please refer to Sec Def Memo dated March 11, 2020.

Leave guidance:

- Specific OPM guidance can be found at www.opm.gov/coronavirus

For more information:

NM DOH Coronavirus Hotline: 1-855-600-3453