

R e d T o m a t o F a r m & I n n

Real Farm. Real People.

3581 Ritner Highway Newville, PA 17241

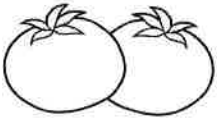
6/8/20

Hello from Red Tomato Farm! You are receiving this packet of information now in preparation for our re-opening. Please read the information carefully because we have some new policies and procedures to make sure that you and our staff remain healthy and safe. We've missed you and look forward to seeing you again soon.

Included in this packet:

- Information on symptoms and transmission of COVID-19
- How you can protect yourself and others from COVID-19
- What to do if you are sick
- How to use a face covering
- Taking care of your mental health in a pandemic
- Cleaning and disinfecting your home
- New policies and procedures at Red Tomato Farm

When you are ready to return, your team can hold a meeting to discuss with you the benefits and risks of returning, when you want to return, and what you need to do if you would like to return to Red Tomato Farm. Our staff will review all of this information with you, help you come to a decision that you are comfortable with, and determine when and which days work best for you. Please note that we will re-open with a modified schedule when Cumberland County enters the "Green" phase of the Governor's reopening plan. Red Tomato Farm will **re-open to participants on Monday, June 22, 2020**. If you would like to set up your team meeting, please have your Supports Coordinator contact your Program Specialist at Red Tomato Farm.



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Red Tomato Farm COVID-19 New Policies and Procedures

Returning to RTF: Each participant will have a team meeting to discuss their transition back to RTF. Team will assess needs and desires of the participant and determine if it is appropriate for the individual to return at this time. RTF Program Specialist will review new policies and procedures with the team and written notice will be sent to the individual, SC and transportation provider prior to the return date. Staff will review symptoms of COVID-19 and transmission, informing staff at RTF if they become ill at home or during program hours, and how to properly protect themselves. The Program Specialist will review what the modified schedule looks like and what days/hours are available. The date of return will be agreed upon and documented in the individual's record.

Schedule: In order to reduce the total number of individuals on site at one time and to allow for proper space for social distancing, RTF will operate on a split schedule. We will offer a "Morning Shift" that will operate from 9:00am-12:00pm. No lunch/meal will be eaten on site. Participants should plan to eat lunch when they return home. The "Afternoon Shift" will operate from 12:30pm-3:30pm. Again, no lunch/meal will be eaten on site. Participants should plan to eat lunch before they arrive. Scheduling will be done based on the current attendance. For example, if you were attending on Monday, Wednesday, Friday, you will be offered either the morning or afternoon shift on those days. Changing days will only be considered after we have had a chance to meet with all participants and additional openings will then be considered. Groups will be spread out across the farm. Each group will do an animal care activity and then will return to their assigned area for the remainder of their day. Cooking/kitchen area will not be used for programming at this time because the space is too proximal to the office/bathrooms. There will be no cooking in the kitchen for now; but use of the grill or fire pit is permitted. All food will be prepared by the individual and they may only consume what they prepare themselves. There is no sharing of food. Staff will use paper plates/products in order to protect individuals.

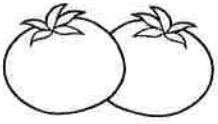
Arrival at RTF: When arriving at RTF, transportation providers will follow signage to a "check in" point where staff will survey each participant for symptoms of COVID-19 while they remain in their vehicle, provide hand sanitizer, and take their temperature. HBH follows the "6-20-100" rule, meaning: keep people 6 feet apart, encouraging hand washing for at least 20 seconds, and employees, participants or other visitors are not permitted on site if they have a fever over 100 degrees. Once the participant passes through the check in point, they will proceed directly to the lower program building to put any belongings in their bin and then will be directed to their group.

Departure at RTF: Participants will remain with their group and will be notified by staff when their ride arrives. Staff will direct them to their vehicle for departure. Transportation providers are to remain in their vehicle at all times. Participants may not congregate by the lower building at any time to wait for their ride.

Personal Belongings: Personal belongings brought to RTF should be limited to essential items only (such as face mask, hat, sunblock, etc.) Please leave all other personal items at home.

Lunch: Due to split shifts at the farm, there will be **no lunch** on site for participants. Participants should either eat when they arrive home after the morning shift OR eat prior to arrival if they are in the afternoon shift.

Masks: Masks are required for all participants and staff while on site. If any staff or participants do not have a mask, one will be provided to them. Reusable masks should be washed frequently following each use. If any staff or participants



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cannot wear a mask for medical reasons, a doctor's note is necessary to document this. Staff/Participants who are unable to wear a mask for medical reasons will be counseled on the risks associated with not wearing a mask to the program and training to tolerate or cooperate with mask use will be initiated.

Cleaning/Disinfecting: We will be cleaning and disinfecting throughout the day any surface that is touched frequently in common areas of the program. We will use the time between shifts to do additional cleaning/sanitize. Program areas will be cleaned and sanitized at the end of every day. Staff will follow CDC guidelines for cleaning and disinfecting.

If you are sick or have symptoms of COVID-19: We all have a responsibility to self assess for symptoms of COVID-19. If you, a family member, or someone you live with becomes sick or has symptoms of COVID-19, please notify us immediately. We may ask you to self quarantine for 14 days or until symptoms are no longer present. If you are sick, you will need a doctor's note to return to the program. If you become sick or have symptoms while you are at RTF, we will isolate you in the office away from other participants and staff. We will assess your need for emergency care based on first aid guidelines and, if necessary, we will call an ambulance for you. If your care is not urgent, we will contact your group home, family or transportation provider to arrange for you to be taken home. We urge everyone who has symptoms to be seen by your PCP and to be tested for COVID-19.

Positive COVID-19 Case: In the event that an employee or participant tests positive for COVID-19, we will notify all staff and participants of the possibility of exposure and ask the employee or participant to self-quarantine for at least 14 days or until symptoms are gone. Anyone who tests positive must provide a doctor's note affirming they are safe to return prior to their return to RTF. We will not disclose the name of any employee(s) or participant(s) who test positive. Documentation will be kept in the employee's/Participant's personnel record and a doctor's note clearing the employee to return to work will be documented in the employee's/Participant's record. Positive cases will be reported to ODP per their requirements. The site will be thoroughly sanitized and may need to be temporarily closed. Staff will follow CDC guidelines: close off areas visited by the infected individual, open outside doors and windows to increase air circulation, wait 24 hours or as long as practical to begin cleaning and disinfection. Staff will clean areas such as offices, bathrooms, common areas, equipment and frequently touched surfaces. If the site is closed, all staff and participants will be notified of the closure and when we will reopen.

Reverting to Phase "Yellow" or "Red": In the event that COVID-19 spread increases and the Governor's Office moves Cumberland County to "Yellow" or "Red" Red Tomato Farm will close to the public again in order to maintain the health and safety of participants and staff. HBH will follow all guidance from the Governor's office, The Department of Health, and the CDC.

HEMPFIELD

BEHAVIORAL HEALTH, INC

INNOVATION ■ COMMUNITY ■ EXPERIENCE

CORONA- VIRUS SELF ASSESSMENT

Are you experiencing **any** of the following?

1. Cough
2. Fever
3. Chills
4. Muscle Pain
5. Shortness of breath or difficulty breathing
6. Sore Throat
7. Loss of taste or smell

In the past **14 days** have you had close contact with someone who is confirmed as having COVID-19?

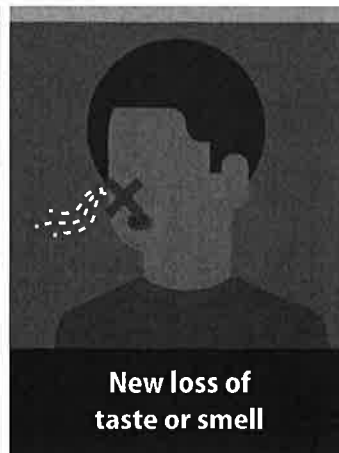
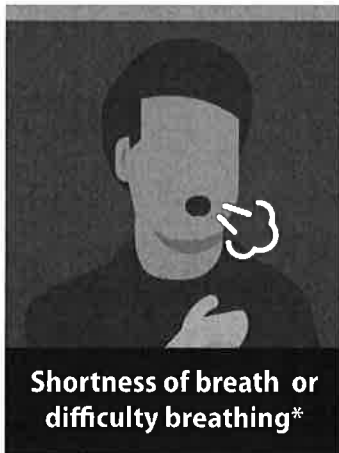
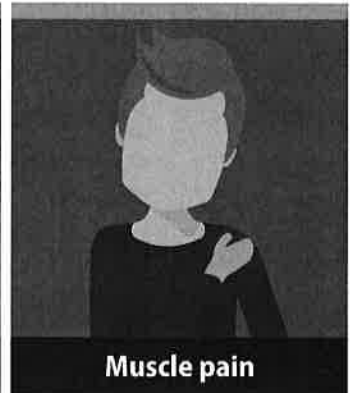
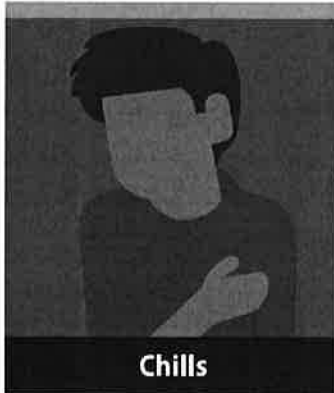
A close contact is defined as a person who:

- Provided care for the individual, including healthcare workers, family members, or other caregivers, or who had similar close physical contact without consistent and appropriate use of personal protective equipment **OR**
- Who lived with or otherwise had close prolonged contact (within 2 meters) with the person while they were infectious **OR**
- Had direct contact with infectious bodily fluids of the person (e.g. was coughed or sneezed on) while not wearing recommended personal protective equipment

In the past **14 days** have you returned from travel to any other locations outside of Pennsylvania or an area with known local spread of COVID-19?

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

***Seek medical care immediately if someone has emergency warning signs of COVID-19.**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.



cdc.gov/coronavirus

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What You Can do if You are at Higher Risk of Severe Illness from COVID-19

Are You at Higher Risk for Severe Illness?



Based on what we know now, those at high-risk for severe illness from COVID-19 are:

- People aged 65 years and older
- People who live in a nursing home or long-term care facility

People of all ages with underlying medical conditions, particularly if not well controlled, including:

- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
 - Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications.
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease

Here's What You Can do to Help Protect Yourself



Stay home if possible.



Wash your hands often.



Avoid close contact and stay at least 6 feet (about 2 arms' length) from other people.



Clean and disinfect frequently touched surfaces.



Cover your mouth and nose with a cloth face cover when around others.



Cover coughs and sneezes.

Call your healthcare provider if you are sick.

For more information on steps you can take to protect yourself, see CDC's webpage on [How to Protect Yourself](https://www.cdc.gov/coronavirus/2019-nCoV/how-to-protect-yourself.html)



cdc.gov/coronavirus

What you should know about COVID-19 to protect yourself and others



Know about COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.



Know how COVID-19 is spread

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
- You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.



Protect yourself and others from COVID-19

- There is currently no vaccine to protect against COVID-19. The best way to protect yourself is to avoid being exposed to the virus that causes COVID-19.
- Stay home as much as possible and avoid close contact with others.
- Wear a cloth face covering that covers your nose and mouth in public settings.
- Clean and disinfect frequently touched surfaces.
- Wash your hands often with soap and water for at least 20 seconds, or use an alcohol-based hand sanitizer that contains at least 60% alcohol.



Practice social distancing

- Buy groceries and medicine, go to the doctor, and complete banking activities online when possible.
- If you must go in person, stay at least 6 feet away from others and disinfect items you must touch.
- Get deliveries and takeout, and limit in-person contact as much as possible.



Prevent the spread of COVID-19 if you are sick

- Stay home if you are sick, except to get medical care.
- Avoid public transportation, ride-sharing, or taxis.
- Separate yourself from other people and pets in your home.
- There is no specific treatment for COVID-19, but you can seek medical care to help relieve your symptoms.
- If you need medical attention, call ahead.



Know your risk for severe illness

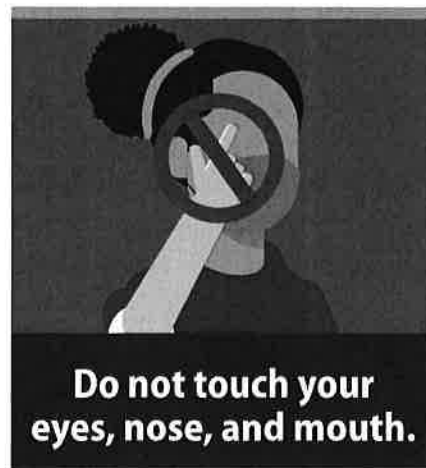
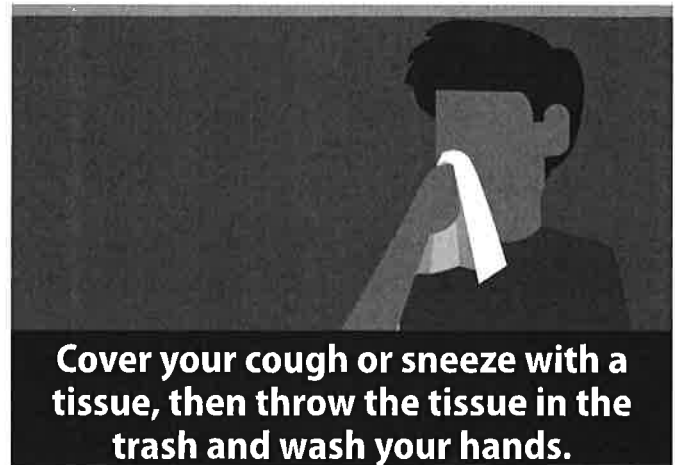
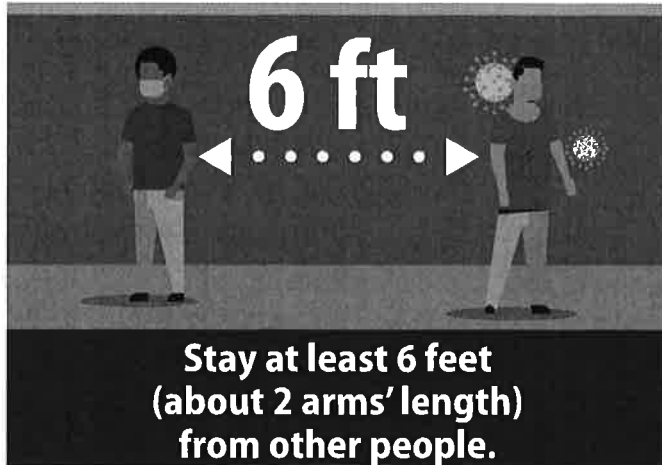
- Everyone is at risk of getting COVID-19.
- Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.



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Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.



cdc.gov/coronavirus

Prevent the spread of COVID-19 if you are sick

Accessible version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you are sick with COVID-19 or think you might have COVID-19, follow the steps below to help protect other people in your home and community.

Stay home except to get medical care.

- **Stay home.** Most people with COVID-19 have mild illness and are able to recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.
- **Take care of yourself.** Get rest and stay hydrated.
- **Get medical care when needed.** Call your doctor before you go to their office for care. But, if you have trouble breathing or other concerning symptoms, call 911 for immediate help.
- **Avoid public transportation, ride-sharing, or taxis.**



Separate yourself from other people and pets in your home.

- **As much as possible, stay in a specific room** and away from other people and pets in your home. Also, you should use a separate bathroom, if available. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.
- See COVID-19 and Animals if you have questions about pets: <https://www.cdc.gov/coronavirus/2019-ncov/faq.html#COVID19animals>



Monitor your symptoms.

- **Common symptoms of COVID-19 include fever and cough.** Trouble breathing is a more serious symptom that means you should get medical attention.
- **Follow care instructions from your healthcare provider and local health department.** Your local health authorities will give instructions on checking your symptoms and reporting information.



If you develop **emergency warning signs** for COVID-19 get **medical attention immediately.**

Emergency warning signs include*:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or not able to be woken
- Bluish lips or face

*This list is not all inclusive. Please consult your medical provider for any other symptoms that are severe or concerning to you.

Call 911 if you have a medical emergency. If you have a medical emergency and need to call 911, notify the operator that you have or think you might have, COVID-19. If possible, put on a facemask before medical help arrives.

Call ahead before visiting your doctor.

- **Call ahead.** Many medical visits for routine care are being postponed or done by phone or telemedicine.
- **If you have a medical appointment that cannot be postponed, call your doctor's office.** This will help the office protect themselves and other patients.



If you are sick, wear a cloth covering over your nose and mouth.

- **You should wear a cloth face covering over your nose and mouth** if you must be around other people or animals, including pets (even at home).
- You don't need to wear the cloth face covering if you are alone. If you can't put on a cloth face covering (because of trouble breathing for example), cover your coughs and sneezes in some other way. Try to stay at least 6 feet away from other people. This will help protect the people around you.



Note: During the COVID-19 pandemic, medical grade facemasks are reserved for healthcare workers and some first responders. You may need to make a cloth face covering using a scarf or bandana.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Cover your coughs and sneezes.

- **Cover your mouth and nose** with a tissue when you cough or sneeze.
- **Throw used tissues** in a lined trash can.
- **Immediately wash your hands** with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.



Clean your hands often.

- **Wash your hands often** with soap and water for at least 20 seconds. This is especially important after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food.
- **Use hand sanitizer** if soap and water are not available. Use an alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- **Soap and water are the best option**, especially if your hands are visibly dirty.
- **Avoid touching** your eyes, nose, and mouth with unwashed hands.



Avoid sharing personal household items.

- **Do not share** dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people in your home.
- **Wash these items thoroughly after using them** with soap and water or put them in the dishwasher.



Clean all "high-touch" surfaces everyday.

- **Clean and disinfect** high-touch surfaces in your "sick room" and bathroom. Let someone else clean and disinfect surfaces in common areas, but not your bedroom and bathroom.
- **If a caregiver or other person needs to clean and disinfect** a sick person's bedroom or bathroom, they should do so on an as-needed basis. The caregiver/other person should wear a mask and wait as long as possible after the sick person has used the bathroom.



High-touch surfaces include phones, remote controls, counters, tabletops, doorknobs, bathroom fixtures, toilets, keyboards, tablets, and bedside tables.

- **Clean and disinfect areas that may have blood, stool, or body fluids on them.**

- **Use household cleaners and disinfectants.** Clean the area or item with soap and water or another detergent if it is dirty. Then use a household disinfectant.
 - Be sure to follow the instructions on the label to ensure safe and effective use of the product. Many products recommend keeping the surface wet for several minutes to ensure germs are killed. Many also recommend precautions such as wearing gloves and making sure you have good ventilation during use of the product.
 - Most EPA-registered household disinfectants should be effective.

How to discontinue home isolation

- People with **COVID-19 who have stayed home (home isolated)** can stop home isolation under the following conditions:
 - **If you will not have a test** to determine if you are still contagious, you can leave home after these three things have happened:
 - You have had no fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers)
 - AND
 - other symptoms have improved (for example, when your cough or shortness of breath has improved)
 - AND
 - at least 10 days have passed since your symptoms first appeared.
 - **If you will be tested** to determine if you are still contagious, you can leave home after these three things have happened:
 - You no longer have a fever (without the use of medicine that reduces fevers)
 - AND
 - other symptoms have improved (for example, when your cough or shortness of breath has improved)
 - AND
 - you received two negative tests in a row, 24 hours apart. Your doctor will follow CDC guidelines.



In all cases, follow the guidance of your healthcare provider and local health department. The decision to stop home isolation should be made in consultation with your healthcare provider and state and local health departments. Local decisions depend on local circumstances.

10 things you can do to manage your COVID-19 symptoms at home

Accessible Version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you have possible or confirmed COVID-19:

- 1. Stay home** from work and school. And stay away from other public places. If you must go out, avoid using any kind of public transportation, ridesharing, or taxis.



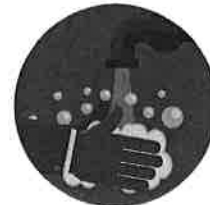
- 6. Cover your cough and sneezes.**



- 2. Monitor your symptoms** carefully. If your symptoms get worse, call your healthcare provider immediately.



- 7. Wash your hands often** with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.



- 3. Get rest and stay hydrated.**



- 8. As much as possible, stay** in a specific room and **away from other people** in your home. Also, you should use a separate bathroom, if available. If you need to be around other people in or outside of the home, wear a facemask.



- 4. If you have a medical appointment, call the healthcare provider** ahead of time and tell them that you have or may have COVID-19.



- 9. Avoid sharing personal items** with other people in your household, like dishes, towels, and bedding.



- 5. For medical emergencies, call 911 and notify the dispatch personnel** that you have or may have COVID-19.



- 10. Clean all surfaces** that are touched often, like counters, tabletops, and doorknobs. Use household cleaning sprays or wipes according to the label instructions.



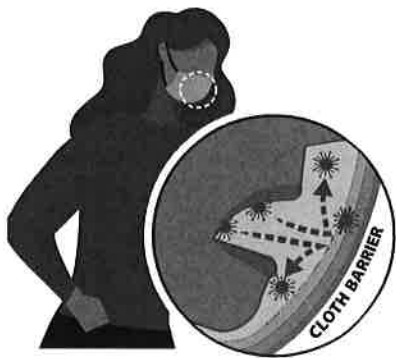
[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

How to Safely Wear and Take Off a Cloth Face Covering

Accessible: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

WEAR YOUR FACE COVERING CORRECTLY

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not place a mask on a child younger than 2



USE THE FACE COVERING TO HELP PROTECT OTHERS

- Wear a face covering to help protect others in case you're infected but don't have symptoms
- Keep the covering on your face the entire time you're in public
- Don't put the covering around your neck or up on your forehead
- Don't touch the face covering, and, if you do, clean your hands

FOLLOW EVERYDAY HEALTH HABITS

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available



TAKE OFF YOUR CLOTH FACE COVERING CAREFULLY, WHEN YOU'RE HOME

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine
- Wash your hands with soap and water



Cloth face coverings are not surgical masks or N-95 respirators, both of which should be saved for health care workers and other medical first responders.

For instructions on making a cloth face covering, see:

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Face Covering Do's and Don'ts:

DO:



- ✓ Make sure you can breathe through it
- ✓ Wear it whenever going out in public
- ✓ Make sure it covers your nose and mouth
- ✓ Wash after using

DON'T:

- ✗ Use if under two years old
- ✗ Use surgical masks or other PPE intended for healthcare workers



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Coping with a Disaster or Traumatic Event



After a disaster, it is important to take care of your emotional health. Pay attention to how you and your family members are feeling and acting.

Taking care of your emotional health will help you think clearly and react to urgent needs to protect yourself and your loved ones.

Follow these tips to help you and your family recover or find support.

Steps to Care for Yourself

- Take Care of Your Body
 - » Try to eat healthy, exercise regularly, get plenty of sleep, and avoid alcohol and other drugs.
- Connect
 - » Share your feelings with a friend or family member. Maintain relationships and rely on your support system.
- Take Breaks
 - » Make time to unwind. Try to return to activities that you enjoy.
- Stay Informed
 - » Watch for news updates from reliable officials.
- Avoid
 - » Avoid excessive exposure to media coverage of the event.
- Ask for Help
 - » Talk to a clergy member, counselor, or doctor or contact the SAMHSA helpline at 1-800-985-5990 or text TalkWithUs to 66746.

How to Help Your Children

- Talk with them.
 - » Share age-appropriate information.
 - » Reassure them.
 - » Address rumors.
 - » Answer questions.
- Set a good example by taking care of yourself.
- Limit exposure to media and social media coverage of the event.

Common Signs of Distress

- Feelings of shock, numbness, or disbelief
- Change in energy or activity levels
- Difficulty concentrating
- Changes in appetite
- Sleeping problems or nightmares
- Feeling anxious, fearful, or angry
- Headaches, body pain, or skin rashes
- Chronic health problems get worse
- Increased use of alcohol, tobacco, or other drugs

Seek help from your healthcare provider if these stress reactions interfere with your daily activities for several days in a row.

Substance Abuse and Mental Health Services Administration's (SAMHSA's) Disaster Distress Hotline: 1-800-985-5990 or text TalkWithUs to 66746.



People with deafness or hearing loss can use their preferred relay service to call 1-800-985-5990.

Tips For Social Distancing, Quarantine, And Isolation During An Infectious Disease Outbreak

What Is Social Distancing?

Social distancing is a way to keep people from interacting closely or frequently enough to spread an infectious disease. Schools and other gathering places such as movie theaters may close, and sports events and religious services may be cancelled.

What Is Quarantine?

Quarantine separates and restricts the movement of people who have been exposed to a contagious disease to see if they become sick. It lasts long enough to ensure the person has not contracted an infectious disease.

What Is Isolation?

Isolation prevents the spread of an infectious disease by separating people who are sick from those who are not. It lasts as long as the disease is contagious.

Introduction

In the event of an infectious disease outbreak, local officials may require the public to take measures to limit and control the spread of the disease. This tip sheet provides information about **social distancing**, **quarantine**, and **isolation**. The government has the right to enforce federal and state laws related to public health if people within the country get sick with highly contagious diseases that have the potential to develop into outbreaks or pandemics.

This tip sheet describes feelings and thoughts you may have during and after social distancing, quarantine, and isolation. It also suggests ways to care for your behavioral health during these experiences and provides resources for more help.

What To Expect: Typical Reactions

Everyone reacts differently to stressful situations such as an infectious disease outbreak that requires social distancing, quarantine, or isolation. People may feel:

Anxiety, worry, or fear related to:

- Your own health status
- The health status of others whom you may have exposed to the disease
- The resentment that your friends and family may feel if they need to go into quarantine as a result of contact with you
- The experience of monitoring yourself, or being monitored by others for signs and symptoms of the disease
- Time taken off from work and the potential loss of income and job security
- The challenges of securing things you need, such as groceries and personal care items
- **Concern** about being able to effectively care for children or others in your care
- **Uncertainty or frustration** about how long you will need to remain in this situation, and uncertainty about the future
- **Loneliness** associated with feeling cut off from the world and from loved ones
- **Anger** if you think you were exposed to the disease because of others' negligence
- **Boredom and frustration** because you may not be able to work or engage in regular day-to-day activities
- **Uncertainty or ambivalence** about the situation
- **A desire** to use alcohol or drugs to cope
- **Symptoms of depression**, such as feelings of hopelessness, changes in appetite, or sleeping too little or too much

#HealthyAtHome - Mental health

©

Looking after our mental health

As countries introduce measures to restrict movement as part of efforts to reduce the number of people infected with COVID-19, more and more of us are making huge changes to our daily routines.

The new realities of working from home, temporary unemployment, home-schooling of children, and lack of physical contact with other family members, friends and colleagues take time to get used to. Adapting to lifestyle changes such as these, and managing the fear of contracting the virus and worry about people close to us who are particularly vulnerable, are challenging for all of us. They can be particularly difficult for people with mental health conditions.

Fortunately, there are lots of things that we can do to look after our own mental health and to help others who may need some extra support and care.

Here are tips and advice that we hope you will find useful.

- **Keep informed.** Listen to advice and recommendations from your national and local authorities. Follow trusted news channels, such as local and national TV and radio, and keep up-to-date with the latest news from @WHO on social media.
- **Have a routine.** Keep up with daily routines as far as possible, or make new ones.

- Get up and go to bed at similar times every day.
 - Keep up with personal hygiene.
 - Eat healthy meals at regular times.
 - Exercise regularly.
 - Allocate time for working and time for resting.
 - Make time for doing things you enjoy.
- Minimize newsfeeds. Try to reduce how much you watch, read or listen to news that makes you feel anxious or distressed. Seek the latest information at specific times of the day, once or twice a day if needed.
 - Social contact is important. If your movements are restricted, keep in regular contact with people close to you by telephone and online channels.
 - Alcohol and drug use. Limit the amount of alcohol you drink or don't drink alcohol at all. Don't start drinking alcohol if you have not drunk alcohol before. Avoid using alcohol and drugs as a way of dealing with fear, anxiety, boredom and social isolation.

There is no evidence of any protective effect of drinking alcohol for viral or other infections. In fact, the opposite is true as the harmful use of alcohol is associated with increased risk of infections and worse treatment outcomes.

And be aware that alcohol and drug use may prevent you from taking sufficient precautions to protect yourself again infection, such as compliance with hand hygiene.

- Screen time. Be aware of how much time you spend in front of a screen every day. Make sure that you take regular breaks from on-screen activities.
- Video games. While video games can be a way to relax, it can be tempting to spend much more time on them than usual when at home for long periods. Be sure to keep the right balance with off-line activities in your daily routine.
- Social media. Use your social media accounts to promote positive and hopeful stories. Correct misinformation wherever you see it.
- Help others. If you are able to, offer support to people in your community who may need it, such as helping them with food shopping.
- Support health workers. Take opportunities online or through your community to thank your country's health-care workers and all those working to respond to COVID-19.

Don't discriminate

Fear is a normal reaction in situations of uncertainty. But sometimes fear is expressed in ways which are hurtful to other people. Remember:

- Be kind. Don't discriminate against people because of your fears of the spread of COVID-19.

- Don't discriminate against people who you think may have coronavirus.
- Don't discriminate against health workers. Health workers deserve our respect and gratitude.
- COVID-19 has affected people from many countries. Don't attribute it to any specific group.

If you are a parent

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If you are an older adult

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If you have a mental health condition

Show more

Social media tiles

Section navigation

GUIDANCE FOR CLEANING & DISINFECTING



SCAN HERE
FOR MORE
INFORMATION

PUBLIC SPACES, WORKPLACES, BUSINESSES, SCHOOLS, AND HOMES

1 DEVELOP YOUR PLAN

DETERMINE WHAT NEEDS TO BE CLEANED.

Areas unoccupied for 7 or more days need only routine cleaning. Maintain existing cleaning practices for outdoor areas.

DETERMINE HOW AREAS WILL BE

DISINFECTED. Consider the type of surface and how often the surface is touched.

Prioritize disinfecting frequently touched surfaces.

CONSIDER THE RESOURCES AND

EQUIPMENT NEEDED. Keep in mind the availability of cleaning products and personal protective equipment (PPE) appropriate for cleaners and disinfectants.

Follow guidance from state, tribal, local, and territorial authorities.

2 IMPLEMENT

CLEAN VISIBLY DIRTY SURFACES

WITH SOAP AND WATER prior to disinfection.

USE THE APPROPRIATE CLEANING OR DISINFECTANT PRODUCT.

Use an EPA-approved disinfectant against COVID-19, and read the label to make sure it meets your needs.

ALWAYS FOLLOW THE DIRECTIONS

ON THE LABEL. The label will include safety information and application instructions. Keep disinfectants out of the reach of children.

3 MAINTAIN AND REVISE

CONTINUE ROUTINE CLEANING AND DISINFECTION.

Continue or revise your plan based upon appropriate disinfectant and PPE availability. Dirty surfaces should be cleaned with soap and water prior to disinfection. Routinely disinfect frequently touched surfaces at least daily.

MAINTAIN SAFE PRACTICES

such as frequent handwashing, using cloth face coverings, and staying home if you are sick.

CONTINUE PRACTICES THAT REDUCE THE POTENTIAL

FOR EXPOSURE. Maintain social distancing, staying six feet away from others. Reduce sharing of common spaces and frequently touched objects.

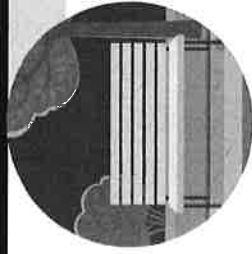
For more information, please visit **CORONAVIRUS.GOV**



MAKING YOUR PLAN TO CLEAN AND DISINFECT

Cleaning with soap and water removes germs, dirt, and impurities from surfaces. It lowers the risk of spreading infection.

Disinfecting kills germs on surfaces. By killing germs on a surface after cleaning, it can further lower the risk of spreading infection.



Is the area indoors?

YES

It is an indoor area.

NO

Maintain existing cleaning practices.

Coronaviruses naturally die in hours to days in typical indoor and outdoor environments. Viruses are killed more quickly by warmer temperatures and sunlight.

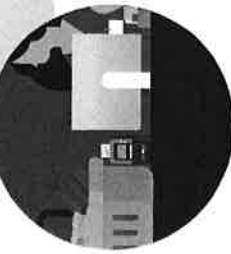
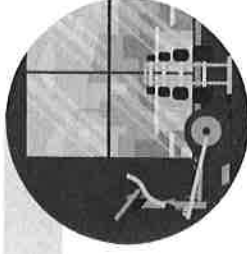
Has the area been occupied within the last 7 days?

YES

Yes, the area has been occupied within the last 7 days.

NO

The area has been unoccupied within the last 7 days.
The area will need only routine cleaning.



Is it a frequently touched surface or object?

YES

Yes, it is a frequently touched surface or object.

NO

Thoroughly clean these materials.
Consider setting a schedule for routine cleaning and disinfection, as appropriate.

What type of material is the surface or object?

Hard and non-porous materials like glass, metal, or plastic.

Visibly dirty surfaces should be cleaned prior to disinfection.

Consult EPA's list of disinfectants for use against COVID-19, specifically for use on hard, non-porous surfaces and for your specific application need. More frequent cleaning and disinfection is necessary to reduce exposure.

Soft and porous materials like carpet, rugs, or material in seating areas.

Thoroughly clean or launder materials.

Consider removing soft and porous materials in high traffic areas. Disinfect materials if appropriate products are available.



Coronavirus Disease 2019 (COVID-19)

Cleaning And Disinfecting Your Home

Everyday Steps and Extra Steps When Someone Is Sick

How to clean and disinfect



Clean

- Wear reusable or disposable gloves for routine cleaning and disinfection.
- Clean surfaces using soap and water, then use disinfectant.
- Cleaning with soap and water **reduces number of germs, dirt and impurities** on the surface. **Disinfecting kills germs** on surfaces.
- Practice routine cleaning of frequently touched surfaces. High touch surfaces include:
 - Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.



Disinfect

- Recommend use of EPA-registered household disinfectant [\[link\]](#).
Follow the instructions on the label to ensure safe and effective use of the product. Read EPA's infographic on how to use these disinfectant products [\[link\]](#) safely and effectively.
Many products recommend:
 - Keeping surface wet for a period of time (see product label)
 - Precautions such as wearing gloves and making sure you have good ventilation during use of the product

Always read and follow the directions on the label to ensure safe and effective use.

- Wear skin protection and consider eye protection for potential splash hazards
- Ensure adequate ventilation
- Use no more than the amount recommended on the label
- Use water at room temperature for dilution (unless stated otherwise on the label)
- Avoid mixing chemical products
- Label diluted cleaning solutions
- Store and use chemicals out of the reach of children and pets

You should never eat, drink, breathe or inject these products into your body or apply directly to your skin as they can cause serious harm. Do not wipe or bathe pets with these products or any other products that are not approved for animal use.

See EPA's 6 steps for Safe and Effective Disinfectant Use [\[link\]](#)

- **Diluted household bleach solutions may also be used** if appropriate for the surface.
 - Check the label to see if your bleach is intended for disinfection and has a sodium hypochlorite concentration of 5%–6%. Ensure the product is not past its expiration date. Some bleaches, such as those designed for safe use on colored clothing or for whitening, may not be suitable for disinfection.

- Unexpired household bleach will be effective against coronaviruses when properly diluted.
Follow manufacturer's instructions for application and proper ventilation. Never mix household bleach with ammonia or any other cleanser. **Leave solution** on the surface for **at least 1 minute**.

- To make a bleach solution, mix:
 - 5 tablespoons (1/3rd cup) bleach per gallon of room temperature water

OR

- 4 teaspoons bleach per quart of room temperature water
- Bleach solutions will be effective for disinfection up to 24 hours.
- **Alcohol solutions with at least 70% alcohol may also be used.**



Soft surfaces

For soft surfaces such as carpeted floor, rugs, and drapes.

- **Clean the surface using soap and water** or with cleaners appropriate for use on these surfaces.
- **Launder items** (if possible) according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.

OR

- **Disinfect with an EPA-registered household disinfectant.** These disinfectants  meet EPA's criteria for use against COVID-19.
- **Vacuum as usual.**



Electronics

For electronics, such as tablets, touch screens, keyboards, and remote controls.

- Consider putting a **wipeable cover** on electronics.
- Follow **manufacturer's instruction** for cleaning and disinfecting.
 - If no guidance, use alcohol-based wipes or sprays containing at least 70% alcohol. Dry surface thoroughly.



Laundry

For clothing, towels, linens and other items.

- Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
- **Wear disposable gloves** when handling dirty laundry from a person who is sick.
- Dirty laundry from a person who is sick can be washed with other people's items.
- **Do not shake** dirty laundry.
- Clean and **disinfect clothes hampers** according to guidance above for surfaces.
- Remove gloves, and wash hands right away.

Clean hands often



Clean hands often

- **Key times to clean hands**
 - Immediately after removing gloves and after contact with a person who is sick.
 - After blowing one's nose, coughing, or sneezing
 - After using the restroom
 - Before eating or preparing food
 - After contact with animals or pets
 - Before and after providing routine care for another person who needs assistance (e.g. a child)
- **Wash your hands often** with soap and water for 20 seconds.
- **Hand sanitizer:** If soap and water are not readily available and hands are not visibly dirty, use a hand sanitizer that contains at least 60% alcohol. However, if hands are visibly dirty, always wash hands with soap and water.

Always read and follow the directions on the label to ensure safe and effective use.

- Keep hand sanitizers away from fire or flame
- For children under six years of age, hand sanitizer should be used with adult supervision
- Always store hand sanitizer out of reach of children and pets

See FDA's [Tips for Safe Sanitizer Use](#) and CDC's [Hand Sanitizer Use Considerations](#)

- **Avoid touching** your eyes, nose, and mouth with unwashed hands.

When someone is sick



Bedroom and bathroom

Keep **separate bedroom and bathroom** for a person who is sick (if possible).

- The person who is sick should stay separated from other people in the home (as much as possible).
- **If you have a separate bedroom and bathroom:** Wear disposable gloves and only clean the area around the person who is sick when needed, such as when the area is soiled. This will help limit your contact with the person who is sick.
 - Caregivers can **provide personal cleaning supplies** to the person who is sick (if appropriate). Supplies include tissues, paper towels, cleaners, and EPA-registered disinfectants [\[link\]](#). If they feel up to it, the person who is sick can clean their own space.
- **If shared bathroom:** The person who is sick should clean and disinfect after each use. If this is not possible, the caregiver should wait as long as possible before cleaning and disinfecting.
- See precautions for household members and caregivers for more information.



Food

- **Stay separated:** The person who is sick should eat (or be fed) in their room if possible.
- **Wash dishes and utensils using disposable gloves and hot water:** Handle any used dishes, cups/glasses, or silverware with gloves. Wash them with soap and hot water or in a dishwasher.
- Clean hands after taking off gloves or handling used items.

Trash



- **Dedicated, lined trash can:** If possible, dedicate a lined trash can for the person who is sick. Use disposable gloves when removing garbage bags, and handling and disposing of trash. Wash hands afterwards.

More details: Complete Disinfection Guidance

More Information

Symptoms

Get your home ready

What to do if you are sick

Schools, workplaces, and community locations

Frequently asked questions

Healthcare professionals

COVID-19 and Animals

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