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**BULLETIN**

**March 16, 2020**

**March Membership Meetings Cancelled**

In order to comply with CDC guidance regarding mass gatherings, the Union is **canceling** March, Membership meetings.The special election for Sergeant at Arms will be postponed until further notice. We will continue to keep members informed through bulletins in the shop, online or text blast if necessary.

All nonessential travel for the National, Regional, and Local Union have also been suspended until further notice. Regional meetings and Labor Notes conference have been suspended until further notice.

The Officers and Executive Board encourages everyone to stay safe and follow the guidelines as directed. Go to <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>  for additional information.

How to Protect Yourself

**Older adults and people who have severe underlying chronic medical conditions** like heart or lung disease or diabetes seem to be at higher risk for developing more serious complications from COVID-19 illness. Please consult with your health care provider about additional steps you may be able to take to protect yourself.

Know How it Spreads



* There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
* **The best way to prevent illness is to avoid being exposed to this virus.**
* The virus is thought to spread mainly from person-to-person.
  + Between people who are in close contact with one another (within about 6 feet).
  + Through respiratory droplets produced when an infected person coughs or sneezes.
* These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

Take steps to protect yourself



Clean your hands often

* **Wash your hands** often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
* If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
* **Avoid touching** **your eyes, nose, and mouth** with unwashed hands.



Avoid close contact

* **Avoid close contact** with people who are sick
* Put **distance between yourself and other** **people** if COVID-19 is spreading in your community. This is especially important for [people who are at higher risk of getting very sick](https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html).

Take steps to protect others



Stay home if you’re sick

* **Stay home** if you are sick, except to get medical care. Learn [what to do if you are sick](https://www.cdc.gov/coronavirus/2019-ncov/about/steps-when-sick.html).



Cover coughs and sneezes

* **Cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
* **Throw used tissues** in the trash.
* Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.



Wear a facemask if you are sick

* **If you are sick:** You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) and before you enter a healthcare provider’s office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then you should do your best to cover your coughs and sneezes, and people who are caring for you should wear a facemask if they enter your room. [Learn what to do if you are sick.](https://www.cdc.gov/coronavirus/2019-ncov/about/steps-when-sick.html)
* **If you are NOT sick:**You do not need to wear a facemask unless you are caring for someone who is sick (and they are not able to wear a facemask). Facemasks may be in short supply and they should be saved for caregivers.



Clean and disinfect

* **Clean AND disinfect**[**frequently touched surfaces**](https://www.cdc.gov/coronavirus/2019-ncov/community/home/cleaning-disinfection.html)**daily**. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
* **If surfaces are dirty, clean them:** Use detergent or soap and water prior to disinfection.

**To disinfect:**  
Most common EPA-registered household disinfectants will work. Use disinfectants appropriate for the surface.

**Options include:**

* **Diluting your household bleach.**  
  To make a bleach solution, mix:
  + 5 tablespoons (1/3rd cup) bleach per gallon of water  
    OR
  + 4 teaspoons bleach per quart of water

Follow manufacturer’s instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.

* **Alcohol solutions.**Ensure solution has at least 70% alcohol.
* **Other common EPA-registered household disinfectants.**  
  Products with [EPA-approved emerging viral pathogens pdf icon[7 pages]external icon](https://www.epa.gov/sites/production/files/2020-03/documents/sars-cov-2-list_03-03-2020.pdf) claims are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer’s instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).

## **How COVID-19 Spreads**

**Person-to-person spread**

The virus is thought to spread mainly from person-to-person.

* Between people who are in close contact with one another (within about 6 feet).
* Through respiratory droplets produced when an infected person coughs or sneezes.

These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

Can someone spread the virus without being sick?

* People are thought to be most contagious when they are most symptomatic (the sickest).
* Some spread might be possible before people show symptoms; there have been reports of this occurring with this new coronavirus, but this is not thought to be the main way the virus spreads.

Spread from contact with contaminated surfaces or objects

It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads.

**How easily the virus spreads**

How easily a virus spreads from person-to-person can vary. Some viruses are highly contagious (spread easily), like measles, while other viruses do not spread as easily. Another factor is whether the spread is sustained, spreading continually without stopping.

***Create a household plan of action***

**Talk with the people who need to be included in your plan.** Meet with household members, other relatives, and friends to discuss [what to do if a COVID-19 outbreak occurs in your community](https://www.cdc.gov/coronavirus/2019-ncov/prepare/protect-family.html) and what the needs of each person will be.

**Plan ways to care for those who might be at greater risk for serious complications.** There is limited information about [who may be at risk for severe complications from COVID-19 illness](https://www.cdc.gov/coronavirus/2019-ncov/high-risk/high-risk-complications.html). From the data that are available for COVID-19 patients, and from data for related coronaviruses such as SARS-CoV and MERS-CoV, it is possible that older adults and persons who have underlying chronic medical conditions may be at risk for more serious complications. Early data suggest older people are more likely to have serious COVID-19 illness. If you or your household members are at increased risk for COVID-19 complications, please consult with your health care provider for more information about [monitoring your health for symptoms suggestive of COVID-19](https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-prevent-spread.html#precautions). CDC will recommend actions to help keep people at high risk for complications healthy if a COVID-19 outbreak occurs in your community.

**Get to know your neighbors.** Talk with your neighbors about emergency planning. If your neighborhood has a website or social media page, consider joining it to maintain access to neighbors, information, and resources.

**Identify aid organizations in your community.** Create a list of local organizations that you and your household can contact in the event you need access to information, health care services, support, and resources. Consider including organizations that provide mental health or counseling services, food, and other supplies.

**Create an emergency contact list.** Ensure your household has a current list of emergency contacts for family, friends, neighbors, carpool drivers, health care providers, teachers, employers, the local public health department, and other community resources.

*Practice good personal health habits and plan for home-based actions*

**Practice everyday preventive actions now.** Remind everyone in your household of the importance of practicing everyday preventive actions that can help prevent the spread of respiratory illnesses:

* Avoid close contact with people who are sick.
* Stay home when you are sick, except to get medical care.
* Cover your coughs and sneezes with a tissue.
* Clean frequently touched surfaces and objects daily (e.g., tables, countertops, light switches, doorknobs, and cabinet handles) using a regular household detergent and water.
  + If surfaces are dirty, they should be cleaned using a detergent and water prior to disinfection. For disinfection, a list of products with Environmental Protection Agency (EPA)-approved emerging viral pathogens claims, maintained by the American Chemistry Council Center for Biocide Chemistries (CBC), is available at [Novel Coronavirus (COVID-19) Fighting Productspdf iconexternal icon](https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf). Always follow the manufacturer’s instructions for all cleaning and disinfection products.
* Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Always wash your hands with soap and water if your hands are visibly dirty.

**Choose a room in your home that can be used to separate sick household members from those who are healthy.** Identify a separate bathroom for the sick person to use, if possible. Plan to clean these rooms, as needed, when someone is sick. [Learn how to care for someone with COVID-19 at home.](https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-prevent-spread.html)

*Be prepared if your child’s school or childcare facility is temporarily dismissed*

**Learn about the emergency operations plan at your child’s school or childcare facility.** During a COVID-19 outbreak in your community, local public health officials may recommend [temporary school dismissals](https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-for-schools.html) to help slow the spread of illness. School authorities also may decide to dismiss a school if too many students or staff are absent. Understand the plan for continuing education and social services (such as student meal programs) during school dismissals. If your child attends a college or university, encourage them to learn about the school’s plan for a COVID-19 outbreak.

*Plan for potential changes at your workplace*

**Learn about your employer’s emergency operations** **plan.** Discuss sick-leave policies and telework options for workers who are sick or who need to stay home to care for sick household members. [Learn how businesses and employers can plan for and respond to COVID-19.](https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-business-response.html)

[Top of Page](https://www.cdc.gov/coronavirus/2019-ncov/prepare/get-your-household-ready-for-COVID-19.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fcommunity%2Fhome%2Fget-your-household-ready-for-COVID-19.html)

**During a COVID-19 outbreak in your community: Act**

*During an outbreak in your community, protect yourself and others by:*

* Staying home from work, school, and all activities when you are [sick with COVID-19 symptoms](https://www.cdc.gov/coronavirus/2019-ncov/about/symptoms.html), which may include fever, cough, and difficulty breathing.
* Keeping away from others who are sick.
* Limiting close contact with others as much as possible (about 6 feet).

*Put your household plan into action*

**Stay informed about the local COVID-19 situation.** Get up-to-date information about local COVID-19 activity from [public health officialsexternal icon](https://www.naccho.org/membership/lhd-directory). Be aware of temporary school dismissals in your area, as this may affect your household’s daily routine.

**Stay home if you are sick.** Stay home if you have [COVID-19 symptoms](https://www.cdc.gov/coronavirus/2019-ncov/about/symptoms.html). If a member of your household is sick, stay home from school and work to avoid spreading COVID-19 to others.

* If your children are in the care of others, urge caregivers to watch for COVID-19 symptoms.

**Continue practicing everyday preventive actions.**Cover coughs and sneezes with a tissue and wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use a hand sanitizer that contains 60% alcohol. Clean frequently touched surfaces and objects daily using a regular household detergent and water.

**Use the separate room and bathroom you prepared for sick household members (if possible).** [Learn how to care for someone with COVID-19 at home.](https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-prevent-spread.html) Avoid sharing personal items like food and drinks. Provide your sick household member with clean disposable facemasks to wear at home, if available, to help prevent spreading COVID-19 to others. Clean the sick room and bathroom, as needed, to avoid unnecessary contact with the sick person.

* If surfaces are dirty, they should be cleaned using a detergent and water prior to disinfection. For disinfection, a list of products with EPA-approved emerging viral pathogens claims, maintained by the CBC, is available at [Novel Coronavirus (COVID-19) Fighting Productspdf iconexternal icon](https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf). Always follow the manufacturer’s instructions for all cleaning and disinfection products.

**Stay in touch with others by phone or email.**If you live alone and become sick during a COVID-19 outbreak, you may need help. If you have a chronic medical condition and live alone, ask family, friends, and health care providers to check on you during an outbreak. Stay in touch with family and friends with chronic medical conditions.

**Take care of the emotional health of your household members.** Outbreaks can be stressful for adults and children. [Children respond differently to stressful situations than adults](https://www.cdc.gov/childrenindisasters/helping-children-cope.html). Talk with your children about the outbreak, try to stay calm, and reassure them that they are safe.

*Inform your workplace if you need to change your regular work schedule*

**Notify your workplace as soon as possible if your schedule changes.** Ask to work from home or take leave if you or someone in your household gets sick with [COVID-19 symptoms](https://www.cdc.gov/coronavirus/2019-ncov/about/symptoms.html), or if your child’s school is dismissed temporarily.

*Take the following steps to help protect your children during an outbreak*

**If your child/children become sick with COVID-19, notify their childcare facility or school.** Talk with teachers about classroom assignments and activities they can do from home to keep up with their schoolwork.

**Keep track of school dismissals in your community.** Read or watch local media sources that report school dismissals. If schools are dismissed temporarily, use alternative childcare arrangements, if needed.

**Discourage children and teens from gathering in other public places while school is dismissed to help slow the spread of COVID-19 in the community.**

**After a COVID-19 outbreak has ended in your community: Follow Up**

Remember, a COVID-19 outbreak could last a long time. The impact on individuals, households, and communities might be great. When public health officials determine the outbreak has ended in your community, take time to improve your household’s plan. As public health officials continue to plan for COVID-19 and other disease outbreaks, you and your household also have an important role to play in ongoing planning efforts.

*Evaluate the effectiveness of your household’s plan of action*

**Discuss and note lessons learned.**Were your COVID-19 preparedness actions effective at home, school, and work? Talk about problems found in your plan and effective solutions. Identify additional resources needed for you and your household.

**Participate in community discussions about emergency planning.** Let others know about what readiness actions worked for you and your household. Maintain communication lines with your community (e.g., social media and email lists). Promote the importance of practicing good personal health habits.

**Continue to practice everyday preventive actions.** Stay home when you are sick; cover your coughs and sneezes with a tissue; wash your hands often with soap and water; and clean frequently touched surfaces and objects daily.

**Take care of the emotional health of your household members.** Make time to unwind and remind yourself that strong feelings will fade. Take breaks from watching, reading, or listening to news stories about COVID-19. Connect with family and friends. Share your concerns and how you are feeling with others.

**Help your child/children cope after the outbreak.** [Provide children with opportunities to talk about what they went through](https://www.cdc.gov/childrenindisasters/helping-children-cope.html) or what they think about it. Encourage them to share concerns and ask questions. Because parents, teachers, and other adults see children in different situations, it is important for them to work together to share information about how each child is coping after the outbreak.

**Checklist for Individuals and Families**

As a family, you can plan and make decisions now that will protect you and your family during a COVID-19 outbreak. Creating a household plan can help protect your health and the health of those you care about in the event of an outbreak of COVID-19 in your community. Use this checklist to help you take steps to plan and protect the health of you and your family.

**PLAN AND PREPARE**

Get up-to-date information about local COVID-19 activity from public health officials

Create a household plan of action.

Consider members of the household that may be at greater risk such as older adults and people with severe chronic illnesses.

Ask your neighbors what their plan includes.

Create a list of local organizations you and your household can contact in case you need access to information, healthcare services, support, and resources.

Create an emergency contact list including family, friends, neighbors, carpool drivers, healthcare providers, teachers, employers, the local public health department, and other community resources.

Choose a room in your house that can be used to separate sick household members from others.

Take everyday preventive actions:

Wash your hands frequently

Avoid touching your eyes, nose, and mouth.

Stay home when you are sick.

Cover your cough or sneeze with a tissue, then throw the tissue in the trash.

Clean and disinfect frequently touched objects and surfaces Be prepared if your child’s school or childcare facility is temporarily dismissed or for potential changes at your workplace.

Administrative Controls refer to employer-dictated work practices

**TAKE ACTION**

In case of an outbreak in your community, protect yourself and others:

Stay home and speak to your healthcare provider if you develop fever, cough, or shortness of breath

If you develop emergency warning signs for COVID-19 get medical attention immediately. In adults, emergency warning signs\*:

Difficulty breathing or shortness of breath

Persistent pain or pressure in the chest

New confusion or inability to arouse

Bluish lips or face

\*This list is not all inclusive. Please consult your medical provider for any other symptom that is severe or concerning.

Keep away from others who are sick

Limit close contact with others as much as possible (about 6 feet)

Put your household plan into action

Continue to practice everyday preventive actions

If someone in the household is sick, separate them into the prepared room

If caring for a household member, follow recommended precautions and monitor your own health

Keep surfaces disinfected

Avoid sharing personal items

If you become sick, stay in contact with others by phone or email

Stay informed about the local outbreak situation

Notify your work if your schedule needs to change

Take care of the emotional health of your household members, including yourself

Take additional precautions for those at highest risk, particularly older adults and those who have severe underlying health conditions.

Consider staying at home and away from crowds if you or a family member are an older adult or have underlying health issues

Make sure you have access to several weeks of medications and supplies in case you need to stay home

When you go out in public, keep away from others who are sick and limit close contact with others

Practice good hand hygiene

Take the following steps to help protect your children during an outbreak:

Notify your child’s school if your child becomes sick with COVID-19

Keep track of school dismissals in your community

Discourage children and teens from gathering in other public places

**Manage Anxiety & Stress**

Stress and Coping

The outbreak of coronavirus disease 2019 (COVID-19) may be stressful for people. Fear and anxiety about a disease can be overwhelming and cause strong emotions in adults and children. Coping with stress will make you, the people you care about, and your community stronger.

**Everyone reacts differently to stressful situations.** How you respond to the outbreak can depend on your background, the things that make you different from other people, and the community you live in.

People who may respond more strongly to the stress of a crisis include

* Older people and people with chronic diseases who are at higher risk for COVID-19
* Children and teens
* People who are helping with the response to COVID-19, like doctors and other health care providers, or first responders
* People who have mental health conditions including problems with substance use

**If you, or someone you care about, are feeling overwhelmed with emotions like sadness, depression, or anxiety, or feel like you want to harm yourself or others call**

* 911
* Substance Abuse and Mental Health Services Administration’s (SAMHSA’s) Disaster Distress Helpline: 1-800-985-5990 or text TalkWithUs to 66746. (TTY 1-800-846-8517)

**Stress during an infectious disease outbreak can include**

* Fear and worry about your own health and the health of your loved ones
* Changes in sleep or eating patterns
* Difficulty sleeping or concentrating
* Worsening of chronic health problems
* Increased use of alcohol, tobacco, or other drugs

**People with preexisting mental health conditions should continue with their treatment and be aware of new or worsening symptoms. Additional information can be found at the Substance Abuse and Mental Health Services Administration ([SAMHSAexternal icon](https://www.samhsa.gov/disaster-preparedness)) website.**

Taking care of yourself, your friends, and your family can help you cope with stress. Helping others cope with their stress can also make your community stronger.

**Things you can do to support yourself**

* Take breaks from watching, reading, or listening to news stories, including social media. Hearing about the pandemic repeatedly can be upsetting.
* Take care of your body. Take deep breaths, stretch, or meditate. Try to eat healthy, well-balanced meals, exercise regularly, get plenty of sleep, and avoid alcohol and drugs.
* Make time to unwind. Try to do some other activities you enjoy.
* Connect with others. Talk with people you trust about your concerns and how you are feeling.

**Call your healthcare provider if stress gets in the way of your daily activities for several days in a row.**

Reduce stress in yourself and others

[Sharing the facts](https://www.cdc.gov/coronavirus/2019-ncov/about/share-facts.html) about COVID-19 and understanding the actual risk to yourself and people you care about can make an outbreak less stressful.

When you share accurate information about COVID-19 you can help make people feel less stressed and allow you to connect with them.

Learn more about [taking care of your emotional health](https://emergency.cdc.gov/coping/selfcare.asp).

For parents

Children and teens react, in part, on what they see from the adults around them. When parents and caregivers deal with the COVID-19 calmly and confidently, they can provide the best support for their children. Parents can be more reassuring to others around them, especially children, if they are better prepared.

**Not all children and teens respond to stress in the same way. Some common changes to watch for include**

* Excessive crying or irritation in younger children
* Returning to behaviors they have outgrown (for example, toileting accidents or bedwetting)
* Excessive worry or sadness
* Unhealthy eating or sleeping habits
* Irritability and “acting out” behaviors in teens
* Poor school performance or avoiding school
* Difficulty with attention and concentration
* Avoidance of activities enjoyed in the past
* Unexplained headaches or body pain
* Use of alcohol, tobacco, or other drugs

**There are many things you can do to support your child**

* Take time to talk with your child or teen about the COVID-19 outbreak. Answer questions and [share facts](https://www.cdc.gov/coronavirus/2019-ncov/about/share-facts.html) about COVID-19 in a way that your child or teen can understand.
* Reassure your child or teen that they are safe. Let them know it is ok if they feel upset. Share with them how you deal with your own stress so that they can learn how to cope from you.
* Limit your family’s exposure to news coverage of the event, including social media. Children may misinterpret what they hear and can be frightened about something they do not understand.
* Try to keep up with regular routines. If schools are closed, create a schedule for learning activities and relaxing or fun activities.
* Be a role model.  Take breaks, get plenty of sleep, exercise, and eat well. Connect with your friends and family members.

Learn more about [helping children cope](https://www.cdc.gov/childrenindisasters/helping-children-cope.html).

For responders

Responding to COVID-19 can take an emotional toll on you. There are things you can do to reduce secondary traumatic stress (STS) reactions:

* Acknowledge that STS can impact anyone helping families after a traumatic event.
* Learn the symptoms including physical (fatigue, illness) and mental (fear, withdrawal, guilt).
* Allow time for you and your family to recover from responding to the pandemic.
* Create a menu of personal self-care activities that you enjoy, such as spending time with friends and family, exercising, or reading a book.
* Take a break from media coverage of COVID-19.
* Ask for help if you feel overwhelmed or concerned that COVID-19 is affecting your ability to care for your family and patients as you did before the outbreak.

Learn more [tips for taking care of yourself](https://emergency.cdc.gov/coping/responders.asp) during emergency response.

For people who have been released from quarantine

Being separated from others if a healthcare provider thinks you may have been exposed to COVID-19 can be stressful, even if you do not get sick. Everyone feels differently after coming out of quarantine. Some feelings include :

* Mixed emotions, including relief after quarantine
* Fear and worry about your own health and the health of your loved ones
* Stress from the experience of monitoring yourself or being monitored by others for signs and symptoms of COVID-19
* Sadness, anger, or frustration because friends or loved ones have unfounded fears of contracting the disease from contact with you, even though you have been determined not to be contagious
* Guilt about not being able to perform normal work or parenting duties during quarantine
* Other emotional or mental health changes

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