As the COVID-19 coronavirus continues to spread, it’s important employers of all types and sizes take steps to prepare and respond.

- Encourage ill employees to stay home.
- Emphasize proper hand hygiene among all employees.
- Provide soap and water and alcohol-based sanitizer in the workplace, and maintain adequate supplies.
- Routinely clean all frequently touched surfaces in the workplace, such as workstations, countertops and doorknobs.
- Prepare for possible increased employee absences due to illness among employees and their family members, including dismissals of daycare programs and K-12 schools. Consider cross-training employees in case key staff is absent.
- Be prepared to change your business practices if needed to maintain critical operations. For example, consider whether you need to identify alternative suppliers in case existing suppliers are not able to meet your needs.
- Explore whether you can establish policies and practices such as telecommuting or staggered shifts to increase the physical distance among employees.
- Review and update your communications plan so you can quickly communicate the latest information to employees and other important individuals and groups.

For more information about how businesses can prepare for the COVID-19 coronavirus, visit the Centers for Disease Control and Prevention at coronavirus.gov.

Also be sure to visit the coronavirus information center at tidelandshealth.org for key information about COVID-19 and the comprehensive response efforts underway at Tidelands Health.