

# HR UPDATE

March 2020

Many of you have seen or heard news reports of the coronavirus and may have wondered what you can do to avoid exposure. Here is some basic information that has been shared by major world health organizations; that could help answer

some of your questions about prevention:

The virus is currently viewed as being spread by "close personal contact" meaning contact of three feet or less and including direct touching of both others; and objects where the virus may potentially live for a period



**As of early March 2020, there are no reported cases of coronavirus in the state of Louisiana.**

of up to one week. The virus appears to be spread by droplets that occur during coughing, sneezing, talking and then transferred to mucus areas such as mouth, eyes and nose. Here are some commonly issued actions that global health organizations are informing people to consider when thinking about prevention.

- Less HANDSHAKING – Use of a fist bump or verbal greeting only
- Knuckles or back of hand, when possible, to touch doors, knobs, light switches and so on in public spaces
- Paper towels to pull open doors or at gas pumps
- Disinfectant spray on surfaces in vehicles, offices, hotel rooms, equipment

- Hand washing with soap frequently. Twenty (20) seconds min ensuring soaping of back of hands, wrists, in between fingers and fingertips
- Hand sanitizer with alcohol content of 65% or higher nearby for use when handwashing is unavailable.
- Paper towel or tissue when coughing or sneezing then discard. Use of the inside of the elbow can allow viruses to live for up to a week on clothing.

# CORONAVIRUS CONTINUED....

**AccessHealth is NOT the place to go if you think you have symptoms.....**

**Remember, currently there are no known cases in the state.** However, if reports begin of local cases, please remember to call ahead to your local hospital or physician's office if you are concerned about symptoms or exposure. **DO NOT report to an AccessHealth clinic for this issue.** Currently, testing at AccessHealth is not part of free services; some AccessHealth clinics will not

be providing testing; and many will not be equipped to handle those with symptoms.

Management will communicate any future company information regarding this issue, should local cases develop. Meanwhile you can view the following links and phone numbers for additional information.

[www.cdc.gov/COVID19](http://www.cdc.gov/COVID19)

<https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>

<http://www.ldh.la.gov/>

Coronavirus general information line at 1-855-523-2652 from 8 am – 4:30 pm Monday through Friday.

**If you have not received your Medical Card from UHC by now, please contact them at 1-800-382-6368 or download the app where you can access your medical card as well. Dental and Vision cards can be picked up in HR or with your Area Administrator.**

## CONTACT

Joe Sharp HR Director with any questions or concerns.

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## SEE SOMETHING/SAY SOMETHING

If you witness theft, violence, harassment or drug use on the job

You can report it anonymously at 1-855-225-9068 or contact HR, Safety or your supervisor