



ARCHANGELS SERVICES, LLC

"Outstanding Care right where you need it"

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Memo

Date: March 13, 2020
To: All Home Health Aide Staff
From: Nurse Supervisor
Re: **CoronaVirus Information and Care**

As our community works through the public health challenge of the coronavirus 2019, the agency would like to remind and educate you, our staff on how to take precautions to protect yourself and the people around you in your workplace.

We are closely following guidelines from the Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO), and local and national health officials. The best way to avoid getting sick is to follow the precautions below:

- Wash your hands frequently with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer that contains 60-95 percent alcohol.
- Avoid touching your eyes, nose or mouth with unwashed hands.
- Wash your hands after using any communal touch screens.
- Cover your nose/mouth when sneezing or coughing. Dispose of tissues immediately.
- Avoid contact with sick people.
- Take measures to avoid unnecessary contact with large crowds and confined gatherings of people to prevent the spread of the virus.
- Avoid cruise travel and non-essential air travel.

Most importantly, if you think you are sick, have a fever, cough, and/or are experiencing symptoms of a respiratory illness, please advise the agency so you could stay home and seek medical consultation to reduce the risk of spreading the illness to others, especially to our clients.

Let us continue to work together to ensure the safety and wellbeing of everyone.

Thank you.

ArchAngels Services, LLC Management