

COVID-19 GUIDE FOR EMPLOYERS IN CRITICAL INFRASTRUCTURE



**Genesee County
Health Department**
Your Health. Our Work.



Last updated: 04/03/2020

COVID-19 SPREADS THROUGH **CLOSE CONTACT**

To protect the health and safety of Michigan residents, Governor Gretchen Whitmer signed **Executive Order 2020-21: Temporary Requirement to suspend activities that are not necessary to sustain or protect life.**

In accordance with this order, businesses remaining open are **required** to adopt social distancing practices and other precautionary measures to protect workers and patrons.

These measures include, but are not limited to:

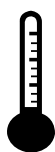
- Restricting the number of workers to no more than is necessary to perform the business's or operation's critical infrastructure functions
- Promote working from home as much as is possible
- Keeping employees (and customers) that must be on premises at least 6 feet apart
- Increasing standards of cleaning and disinfecting within the facility, including policies for cleaning and disinfecting in the event that a person positive for COVID-19 has been on the premises
- Adopting policies to prevent workers displaying respiratory symptoms or those who have had close contact with persons positive COVID-19 from entering the premises
- Any other measures recommended by the Centers for Disease Control and Prevention (CDC)

Read the full order here:

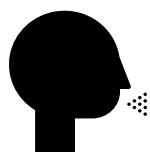
https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705-522626--,00.html

Michigan Department of Health and Human Services (MDHHS) issued an **Emergency Order** on April 3, 2020 to ensure Executive Order 2020-21 is followed. This allows law enforcement to investigate violations and bar access to businesses not in compliance. Fines and prosecutions are also possible under this order. (Emergency Order is attached)

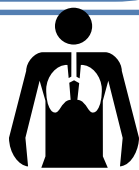
KNOW THE SYMPTOMS



FEVER



COUGH



SHORTNESS
OF BREATH

PRACTICE SIMPLE PRECAUTIONS



WASH YOUR
HANDS OFTEN



DON'T TOUCH
YOUR FACE



AVOID THOSE
THAT ARE SICK



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Last updated: 04/03/2020

In accordance with EXECUTIVE ORDER 2020-21

ESSENTIAL BUSINESSES AND OPERATIONS ARE REQUIRED TO:

- **Screen employees for respiratory symptoms**

The main symptoms of COVID-19 are fever, cough, and shortness of breath. A health screening check-list for both employers and employees and a guide on when employees may return to work are included.

- **Limit capacity to comply with 6-foot social distancing measures**

Guidance on social-distancing and how to establish visual markings is included in this guide. A sign that may be posted throughout your facility is also included.

More information on the requirements can be found here:

https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98737---,00.html


COVID-19 SPREADS THROUGH CLOSE CONTACT

PRACTICE SIMPLE PRECAUTIONS



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EMPLOYER HEALTH SCREENING GUIDE

Employers should create and implement an active health screening plan.

The following items should be considered:

- Screening table location(s) and staffing
 - Signage to support screening activity
 - Rules to allow and prohibit entry
 - Alcohol-based sanitizer available at screening table
 - Handout explaining the changes to employees
 - Policies for employees that may be ill and work from home options
- * If screening will include temperature checks, consider protective equipment needed by screening staff (gloves and masks)

SCREENING QUESTIONS:

- Do you have any of the following symptoms: fever/feverish, chills, dry cough, shortness of breath, or digestive symptoms such as diarrhea, abdominal pain, or vomiting?
- Have you traveled outside of Michigan in the last 14 days?
- Have you been in close contact with someone that is presumptive positive or confirmed positive for COVID-19?

HOW TO RESPOND:

- If the employee answers No to all screening questions, they have passed and are cleared to being working
 - If the employee answers YES to any of these screening questions or refuses to answer, they have failed the screening
 - Keep the employee away from others
 - Contact the employees supervisor for assistance
- * *Guidance on when persons who are ill can discontinue home isolation and return to work/normal activity has been included.*

REMIND EMPLOYEES SIMPLE PRECAUTIONS CAN BE TAKEN:

- **Wash hands with soap and water for at least 20 seconds**
- If soap and water are unavailable, use a **hand sanitizer with at least 60% alcohol**
- **Avoid close contact with others** + do not share cups or eating utensils
- **Disinfect high-touch surfaces** often
- Get plenty of sleep, eat nutritious food, drink plenty of fluids, be physically active, and manage stress



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EMPLOYEE PRE-WORK HEALTH CHECKLIST

IN THE PAST 24 HOURS, HAVE YOU EXPERIENCED ANY OF THE FOLLOWING:

- Subjective fever (felt feverish) Yes No
- New or worsening cough Yes No
- Shortness of breath Yes No
- Sore throat Yes No
- Diarrhea Yes No

If you answered **yes** to any of the above, or you have a temperature of **100.4°F of higher**:

PLEASE - DO NOT GO TO WORK OR VOLUNTEER.

Self-isolate at home and contact a physician or urgent care facility for further direction.

- Isolate at home for at least 7 days from the onset of symptoms
- Do not return to work/volunteer until you've had 3 days without fever and respiratory symptoms have improved

IN THE LAST 14 DAYS, HAVE YOU:

- Been in close contact with a person diagnosed with COVID-19? Yes No
- Traveled domestically or internationally? Yes No

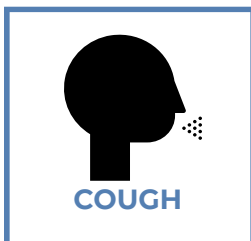
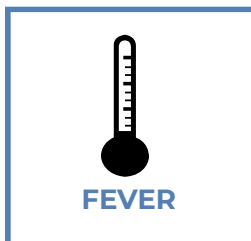
If you answered **yes** to either question:

PLEASE - DO NOT GO TO WORK OR VOLUNTEER.

Self-quarantine at home for 14 days.

COVID-19 SPREADS THROUGH **CLOSE CONTACT**

KNOW THE SYMPTOMS

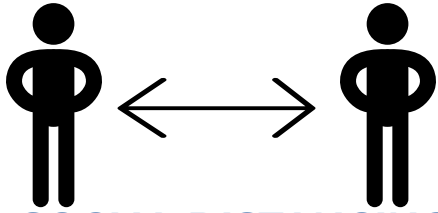


PRACTICE SIMPLE PRECAUTIONS



SOCIAL DISTANCING, SELF-MONITORING, & ISOLATION

WHAT DOES IT MEAN?



SOCIAL DISTANCING

Staying 6 feet away from others at all times

This helps protect the most vulnerable in our communities

What should individuals do?

- Keep 6 feet between you and others as possible
- Use curbside pick-up for groceries + takeout
- Avoid large social group activities
- Avoid public places at the busiest times

What should businesses & organizations do?

- Have employees work-from-home and limit in-person meetings
- Modify daily operations to allow for online options and restrict gatherings of people
- Put up signs for all to maintain a 6 foot distance
- Mark floors with tape to ensure 6 foot distance between employees and/or customers

YOU MAY BE ASKED TO DO ANY OF THE FOLLOWING:

Who should do this?

Those without symptoms, but with low-risk exposure like being in an airport or restaurant with someone with a confirmed case of COVID-19

Who should do this?

Those without symptoms but with a higher risk of illness due to travel or having contact with someone being tested for COVID-19

Who should do this?

People who have symptoms of COVID-19 and are not sick enough to require hospitalization

SELF MONITOR



- Practice social-distancing
- Check temperature twice daily + watch for symptoms
- If you develop symptoms. CALL your doctor to explain prior to seeking care

SELF QUARANTINE



- Stay home + self-monitor for 14 days
- Family or roommates should practice social-distancing
- If you become symptomatic, family + roommates should also self-quarantine

SELF ISOLATE



- Stay in separate room from others in your home
- Use a separate bathroom if possible
- Family/roommates should practice self-quarantine
- Wear a mask if in shared spaces

In accordance with EXECUTIVE ORDER 2020-21

CUSTOMERS & EMPLOYEES

MUST MAINTAIN

6-FEET SOCIAL DISTANCE

WHILE INSIDE THIS FACILITY



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WHEN TO DISCONTINUE SELF-ISOLATION

If you are experiencing **mild symptoms** of COVID-19: **SELF-QUARANTINE FOR 14 DAYS**

fever, cough, shortness of breath

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ISOLATION

For people who are **sick**

- Stay in separate room from others in your home
- Use a separate bathroom if possible
- Family/roommates should practice self-quarantine
- Wear a mask if you go into shared spaces

QUARANTINE

If you've been **exposed** but aren't sick

- Stay home + self-monitor for 14 days
- Family or roommates should practice social-distancing
- If you become symptomatic, family + roommates should also self-quarantine

Discontinue self-isolation under the following conditions:

- At least 3 days (72 hours) have passed since recovering:
 - No fever, without use of fever-reducing medications
 - Improvement of respiratory symptoms (cough, shortness of breath)

AND

- At least 7 days have passed since your symptoms first appeared.

If you develop emergency warning signs for COVID-19, get medical attention immediately. These signs may include*:

- Trouble breathing
- Pain or pressure in your chest
- Confusion or inability to arouse
- Bluish lips or face

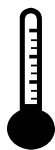
** Consult a healthcare provider about any other symptoms that are concerning or severe.*

If your symptoms progress, contact a health care provider.

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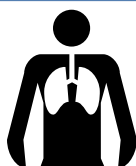
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STATE OF MICHIGAN

DEPARTMENT OF HEALTH AND HUMAN SERVICES

LANSING

GRETCHEN WHITMER
GOVERNOR

ROBERT GORDON
DIRECTOR

DIRECTOR'S ORDER

Emergency Order Pursuant to MCL 333.2253 Regarding Executive Orders 2020-11, 2020-20, and 2020-21

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person. There is currently no approved vaccine or antiviral treatment for this disease.

On March 10, 2020, the Michigan Department of Health and Human Services identified the first two presumptive-positive cases of COVID-19 in Michigan. On that same day, Governor Gretchen Whitmer issued Executive Order 2020-4 declaring a state of emergency across the state of Michigan under section 1 of article 5 of the Michigan Constitution of 1963, the Emergency Management Act, 1976 PA 390, as amended, MCL 30.401-.421, and the Emergency Powers of the Governor Act of 1945, 1945 PA 302, as amended, MCL 10.31-.33. And in response to the widespread and severe health, economic, and social harms posed by the COVID-19 pandemic, the Governor issued Executive Order 2020-33 on April 1, 2020. This order expanded on Executive Order 2020-4 and declared both a state of emergency and a state of disaster across the state of Michigan under section 1 of article 5 of the Michigan Constitution of 1963, the Emergency Management Act, and the Emergency Powers of the Governor Act of 1945.

As of April 1, 2020, there were 9,334 cases of COVID-19 diagnosed in Michigan and 337 reported deaths. The exponential increase in cases demonstrates that many of these cases are the result of widening community spread.

Social distancing measures, including isolation of persons affected by COVID-19, are essential to control the epidemic. Social distancing is the primary tool available to slow the spread of COVID-19 and reduce the overwhelming strain on the State's healthcare system.

On March 16, 2020, Governor Whitmer issued Executive Order 2020-11 re: Temporary prohibition on large assemblages and events and temporary school closures.

On March 22, 2020, Governor Whitmer issued Executive Order 2020-20 re: Temporary restrictions on the use of places of public accommodation.

On March 23, 2020, Governor Whitmer issued Executive Order 2020-21 re: Temporary requirement to suspend activities that are not necessary to sustain or protect life (i.e., stay home stay safe order).

Considering the above, and upon the advice of scientific and medical experts employed by the Michigan Department of Health and Human Services, I have concluded pursuant to MCL 333.2253 that COVID-19 has reached epidemic status in Michigan. I further conclude that control of the epidemic is necessary to protect the public health and that it is necessary to establish procedures to be followed during the epidemic to ensure the continuation of essential public health services and enforcement of health laws.

I therefore order that:

1. The procedures and restrictions outlined in EO 2020-11, EO 2020-20, and EO 2020-21 and their accompanying frequently asked questions (FAQs) that may be updated from time-to-time (available at www.michigan.gov/coronavirus) are necessary to control the epidemic and protect the public health. Every person, as that term is defined in MCL 333.1106, in this State, must comply with the procedures and restrictions outlined in EO 2020-11, EO 2020-20, and EO 2020-21 and their accompanying FAQs.
2. This Order applies to any future Executive Order that may be issued that rescinds and replaces EO 2020-11, EO 2020-20, or EO 2020-21.
3. Pursuant to MCL 333.2235(1), I authorize local health departments to carry out and enforce the terms of this Order.
4. Chiefs of police, sheriffs, and other local law enforcement leaders are specifically authorized to investigate potential violations of EO 2020-11, EO 2020-20, and EO 2020-21. They may coordinate as necessary with the local health department and enforce this Order within their jurisdiction. Law enforcement is specifically authorized to bar access to businesses and operations that fail to comply with the procedures and restrictions outlined in EO 2020-11, EO 2020-20, and EO 2020-21 and its accompanying FAQs. County prosecutors are likewise specifically authorized to enforce this Order to control the epidemic and protect the public health in coordination with the appropriate local law enforcement authority and, as necessary, the local health department.

This Order is effective immediately and remains in effect until vacated in writing or until the state of emergency in Michigan ceases.

Date: April 2, 2020



Robert Gordon, Director

Michigan Department of Health and Human Services