

10<sup>th</sup> March 2020

## PHOENIX HOUSE COVID-19 (Corona Virus) RESPONSE:

**\*\*\*\*\*MOST IMPORTANT: IF YOU ARE SICK/ UNWELL DO NOT COME INTO WORK. THIS IS THE BEST WAY TO PREVENT THE SPREAD OF THE VIRUS\*\*\*\*\***

Please note this information is based on official documents produced by both NSW Health and the Australian Government. This may change depending on the spread of the virus so keep an eye out for alerts via \*trustworthy\* media or preferably via government advice, there are links below for these sites.

### **Protecting against COVID-19:**

- The best way to protect yourself is the same as you would against any respiratory infection. Practice good hygiene by:
  - Making sure to clean your hands thoroughly for at least 20 seconds with soap and water, or an alcohol-based hand rub
  - Cover your nose and mouth when coughing and sneezing with tissue or a flexed elbow
- Avoid close contact with anyone with cold or flu-like symptoms
- **Make sure you stay home if you are sick**
- People who think they may have been in close contact with a confirmed case of coronavirus, should monitor their health and seek urgent medical attention
- Those who are in isolation should contact their employer. They should follow official guidelines on 'how to isolate'

### **Do face masks protect against COVID-19? Which face masks?**

- Face masks are not recommended for the general population.
- People who have symptoms and might be infected with COVID-19 are required to stay in isolation at home and should wear a surgical face mask when in the same room as another person and when seeking medical advice to reduce the risk of transmitting COVID-19 to anyone else.
- Facemasks are recommended for those in higher risk categories e.g. those with underlying health conditions, or the elderly
- **If you are unwell yourself this is a good time to wear a mask to protect others**

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### **Information for health safety at Phoenix House:**

- Use gloves if cleaning and change gloves regularly
- Wash your hands frequently with soap and water, before and after eating, and after going to the toilet
- Cover your cough and sneeze, dispose of tissues, and use alcohol-based hand sanitiser
- And if unwell, avoid contact with others (stay more than 1.5 metres from people).
- If a young person displays symptoms of cold and flu send them home

### **Information for external events:**

- Keep updated with any information (e.g. School closure)
- Practice good hygiene as above
- Do not attend external events if feeling unwell
- If someone unwell in the group keep 1.5m distance from them and if appropriate send them home

### **What happens if someone at Phoenix House tests positive for the Virus?**

- The workplace will follow guidance from NSW Health
- We may be required to isolate for up to two weeks
- CEO to be informed immediately
- CEO with Management to coordinate actions to be taken
- All clients and parents/guardians to be notified via phone and social media
- Staff may be required to work from home.

**\*\*\*While coronavirus is of concern, it is important to remember that most people displaying symptoms such as fever, cough, sore throat or tiredness are likely suffering with a cold or other respiratory illness—not coronavirus.\*\*\***

- For the latest advice, information and resources, go to [www.health.gov.au](http://www.health.gov.au)
- Call the National Coronavirus Health Information Line on 1800 020 080. It operates 24 hours a day, seven days a week. If you require translating or interpreting services, call 131 450.
- The phone number of your state or territory public health agency is available at [www.health.gov.au/state-territory-contacts](http://www.health.gov.au/state-territory-contacts)

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- More information can be found at:
  - World Health Organisation <https://www.who.int/health-topics/coronavirus>
  - NSW Health <https://www.who.int/health-topics/coronavirus>
  - Australian Health Alerts <https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert>
- If you have concerns about your health, speak to your doctor