

## **COVID-19 EOP all-staff update August 6, 2020**

### **Employee Health Calendar**

The Employee Health team has created a calendar to make it easier for you to know who is the Infection Control Officer (ICO), when Fit Testing is available for walk in testing through employee health, and dates of COVID testing and PPD planting/reading. The next two weeks in August are below.

<b>Tina Gosling ICO10</b> FIT Test 0900-1100	<b>Tina Gosling ICO11</b> FIT Test 0900-1000 COVID Testing 0600-1000	<b>Tina Gosling ICO12</b> COVID Testing 1600-1900	<b>Tina Gosling ICO13</b>	<b>Tina Gosling ICO14</b>	<b>Tina Gosling ICO15</b>	<b>Tina Gosling ICO16</b>
<b>Rabon Moore ICO17</b> GO 0830-1230 FIT Test 1230-13:30 BLS 1400-1630	<b>Rabon Moore ICO18</b> FIT Test 0830-1030 PPD 1030-1230 BLS 1400-1630	<b>Rabon Moore ICO19</b> FIT Test 0830-1030 PPD 1030-1230 GO 1230-1530	<b>Rabon Moore ICO20</b>	<b>Rabon Moore ICO21</b>	<b>Becca Galian ICO 22</b>	<b>Becca Galian ICO 23</b>

### **COVID-19 Testing on Campus for Clinical and Support Staff**

**Tuesday, August 11**  
**6:00 AM – 10:00 AM**

**Wednesday, August 12**  
**4:00 PM – 7:00 PM**

### **Avow Enhanced Cleaning For Your Work Space.**

Avow has enhanced cleaning throughout the Pandemic. Next week we will add additional enhanced cleaning processes. The process is described in the flyer below.



# ENHANCED CLEANING

## for your workspace

In response to the outbreak of the Covid-19 pandemic, Avow has implemented a new Enhanced Cleaning Policy to ensure a safe work environment for visitors and staff.

Staff working on site using offices, cubicles, desks, and other equipment or areas will disinfect surface areas in their work space at least daily at the end of the day and more frequently as needed. This includes, but is not limited to: light switches, chargers, desktops, monitors, phones, doors/drawers and cabinet handles, chair arms, keyboards, mouse/pad, earphones, writing utensils, office tools, etc.

### Cleaning individual work spaces

- Put on gloves
- Spray flat surfaces and chair with Maxima 256 spray
- Spray Maxima 256 onto a microfiber rag to wipe down keyboard, phone, mouse, and other non-sprayable areas
- Place microfiber rag into receptacle
- Remove gloves dispose into receptacle
- Wash or sanitize hands
- Allow surfaces to dry for at least 3 minutes - longer if needed
- Put on gloves
- Wipe area with a clean microfiber rag
- Place microfiber rag into receptacle
- Remove gloves dispose into receptacle
- Wash or sanitize hands



### **Lunch on Campus**

Staff working on campus must request lunch with an email or phone call to Meghan Ahlbrandt (Smith Center) or Sue Aceto (Lyon Center) by 9 am daily to be included in the daily count. Standard or vegetarian options are available. Lunches are delivered to the Smith break room and Lyon Center lobby at 12:30 pm daily for your retrieval.

Those working onsite on Saturdays and Sundays should place orders with James Sager.

### **Masks in Collier County**

Please note that **Collier County Commissioners Adopt Emergency/Executive Order No. 202005 on July 21, 2020, Mandating Face Coverings in Some Public Settings.**

**This means that masks are mandated to be worn in most public settings.** To read more about the entire mandate of where and when masks are required to be worn in Collier County please visit

<https://www.colliercountyfl.gov/home/showdocument?id=94197>.

### **Wear a Medical Mask on Campus**

Avow has required face coverings while at work for some time. We are now requiring all of our employees to wear at least a medical mask at work as opposed to hand made masks and face coverings. All employees have access to Avow provided medical masks and may pick them up at the following locations:

- Lyon Center front desk.
- Smith Building near the front desk or near the PPE closet.
- Staff at Hospice House will continue to wear N-95 masks as their role requires. Those who may wear a medical mask, may obtain them through leadership in the unit.
- Clinical staff may continue to pick up all Personal Protective Equipment (PPE) as they have previously.

### **Health Metrics**

Avow continues to monitor Health Metrics around Covid-19. Please consider that anyone you come in contact with may have COVID even if they are asymptomatic. Wear your mask, maintain greater than 6 feet whenever possible. If your role

allows you to work from home, and with supervisor approval, please work from home. Limit time on campus to minimum necessary.

