What every American and community can do now to decrease the spread of the coronavirus

**Practice good hygiene**
- They have a sick family member in their home
- They are feeling sick

**Encourage your employees to:**
- Wash hands at the door and schedule regular hand washing reminders by email
- Stop handshaking – use other noncontact methods of greeting
- Clean hands at the door and schedule regular hand washing reminders by email
- Create habits and reminders to avoid touching their faces and cover coughs and sneezes
- Disinfect surfaces like doorknobs, tables, desks, and handrails regularly
- Increase ventilation by opening windows or adjusting air conditioning

**Be careful with meetings and travel**
- Consider adjusting or postponing large meetings or gatherings
- Assess the risks of business travel
- When not possible, hold meetings in open, well-ventilated spaces
- Use videoconferencing for meetings when possible

**Handle food carefully**
- Limit food sharing
- Strengthen health screening for cafeteria staff and their close contacts
- Ensure cafeteria staff and their close contacts practice strict hygiene

**Stay home if:**
- They are feeling sick
- They have a sick family member in their home

**Keeping the workplace safe**
Keeping the school safe

Encourage your faculty, staff, and students to...

- Practice good hygiene
  - Stop handshaking
  - Use other noncontact methods of greeting
  - Clean hands at the door and at regular intervals
  - Create habits and reminders to avoid touching their faces and cover their coughs and sneezes
  - Increase ventilation by opening windows or adjusting air conditioning
  - Disinfect surfaces like doorknobs, tables, desks, and handrails regularly
  - Stop handshaking – use other noncontact methods of greeting

- Handle food carefully
  - Limit food sharing
  - Strengthen health screening for cafeteria staff and their close contacts
  - Ensure cafeteria staff and their close contacts practice strict hygiene
  - Create habits and reminders to avoid touching their faces and cover their coughs and sneezes
  - Disinfect surfaces like doorknobs, tables, desks, and handrails regularly
  - Increase ventilation by opening windows or adjusting air conditioning

- Consider rearranging large activities and gatherings
  - Adjust after-school arrangements to avoid mixing between classes and grades
  - Consider adjusting or postponing gatherings that mix between classes and grades
  - Consider rearranging or postponing gatherings that mix between classes and grades
  - Adjust after-school arrangements to avoid mixing between classes and grades

- Stay home if...
  - They have a sick family member in their home
  - They are feeling sick

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Keeping the home safe

What every American and community can do now to decrease the spread of the coronavirus

- Encourage your family members to...

Households with sick family members

- Give sick members their own room if possible, and keep the door closed.
- Have only one family member care for them.
- Consider providing additional protections or more intensive care for household members over 65.
- Have any of one family member care for them.
- Clean hands at the door and at regular intervals.
- Create habits and reminders to avoid touching their face and cover coughs and sneezes.
- Disinfect surfaces like doorknobs, tables, and handrails regularly.
- Increase ventilation by opening windows or adjusting air conditioning.
- Ensure all utensils and surfaces are cleaned regularly.

Households with vulnerable seniors or those with significant underlying conditions

- Significant underlying conditions include heart, lung, kidney disease; diabetes; and conditions that suppress the immune system.
- Have the healthy people in the household conduct themselves as if they were a significant risk to the person with underlying conditions.
- If possible, provide a protected space for vulnerable household members, such as by feeding or caring for the person, keeping the door closed.
- Ensure all utensils and surfaces are cleaned regularly.
- Sanitize surfaces like doorknobs, tables, and handrails regularly.
- Create habits and reminders to avoid touching their face and cover coughs and sneezes.
- Clean hands at the door and at regular intervals.
- Ensure all utensils and surfaces are cleaned regularly.

All households

- Give sick members their own room if possible, and keep the door closed.
- Have only one family member care for them.
- Consider providing additional protections or more intensive care for household members over 65.
- Have any of one family member care for them.
- Clean hands at the door and at regular intervals.
- Create habits and reminders to avoid touching their face and cover coughs and sneezes.
- Disinfect surfaces like doorknobs, tables, and handrails regularly.
- Increase ventilation by opening windows or adjusting air conditioning.
- Ensure all utensils and surfaces are cleaned regularly.
Keeping commercial establishments safe

| Encourage your employees and customers to...
| For transportation businesses, taxis, and ride shares |
| Keep windows open when possible |
| Increase ventilation |
| Regularly disinfect surfaces |

Avoid crowding

| Consider limiting attendance at larger gatherings |
| Use online transactions where possible |
| Use booking and scheduling to stagger customer flow |

Practice good hygiene

| Increase ventilation by opening windows or adjusting air conditioning |
| Disinfect surfaces like doorknobs, tables, desks, and handrails regularly |
| Promote tip and pay to limit handling of cash |
| Use online transactions |
| Clean hands at the door, and schedule regular hand washing reminders by email |
| Stop handshaking – use other noncontact methods of greeting |

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