Employees are advised to wash their hands often with soap and water for at least 20 seconds, or with an alcohol-based hand rub if soap and water are not available. Hand hygiene is critical to prevent the spread of the virus. After sneezing or coughing, employees should wash their hands or use an alcohol-based hand rub.

Employees who have symptoms of COVID-19 or have been exposed to someone who has COVID-19 should stay home and contact a healthcare provider. Employees who have been exposed to COVID-19 should be informed of their exposure and instructed to stay home and monitor their health. Employees who have contracted COVID-19 must be treated the same as non-infected employees, as long as they can perform their essential job functions. If the employee poses a health threat or a direct threat to the health and safety of others, the workforce, the employer may place the employee on leave. The employee may be entitled to an accommodation such as leave or be allowed to work remotely for a limited period.

How Employers Can Protect Employees

Employers can protect employees from COVID-19 by implementing the following measures:

- Place posters that encourage good hygiene—such as hand washing, coughing and sneezing etiquette, and staying home when sick.
- Screen employees at entrance for symptoms of COVID-19, including fever (100.4°F or greater), cough, and shortness of breath.
- Ensure that employees are aware of the policies for obtaining medical care or contact a healthcare provider.
- Provide disposable wipes so that commonly used surfaces (for example, doorknobs, keyboards, remote controls, desks) can be wiped down by employees before each use. No additional disinfection beyond routine cleaning is recommended at this time. Provide alcohol-based hand sanitizers that cover 80% alcohol or higher for employees to use in the workplace.
- Place posters in the workplace that encourage employees to stay home when ill.
- Ensure that your sick leave policies are flexible and consistent with public health guidance and are used as needed.
- Place signs in restrooms to encourage employees to wash their hands with soap and water for at least 20 seconds.
- Place posters that encourage good hygiene in high-touch areas.
- Place posters that encourage mask-wearing in high-touch areas.
- Place posters that encourage employees to practice social distancing.
- Place posters that encourage employees to clean their hands often with an alcohol-based hand rub.
- Place posters that encourage employees to stay home when ill.
- Place posters that encourage employees to cover their cough and sneeze.
- Place posters that encourage employees to practice good hygiene.
- Place posters that encourage employees to stay home when ill.
- Place posters that encourage employees to wash their hands with soap and water for at least 20 seconds.
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