COVID-19 Safety Training

What is COVID-19?
Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus 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 vaccine or antiviral treatment for this disease.

How the Disease Spreads
- Between people who are in close contact (within about 6 feet)
- By touching a surface and then touching your own mouth, nose or possibly eyes

Symptoms
People with COVID-19 have had a wide range of symptoms, ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Symptoms of COVID-19 can include:
  - Fever of 100.4 degrees or higher
  - Chills
  - Cough (excluding chronic cough due to a known medical reason other than COVID-19)
  - Shortness of breath
  - Sore throat
  - Diarrhea (excluding diarrhea due to a known medical reason other than COVID-19)
  - Loss of sense of smell and/or taste

Monitor yourself daily for signs of symptoms
Stay home or leave work if you are sick, showing symptoms, or if you have been in close contact with someone who has tested positive for COVID-19. If you are sick:

1. Seek immediate medical attention if symptoms are severe.
2. Notify your supervisor via phone or email.
3. Call the Occupational Health Services hotline at 734-764-8021, (prompt 1) to report your symptoms.

How to Avoid Spreading the Disease

Social distancing
- Stay at least 6 feet (about 2 arm’s lengths) away from other people at all times.
- Do not gather in groups of 10 or more. Even in groups of less than 10, stay at least 6 feet apart.

Wash your hands often
- Use soap and water. If these are not readily available, use a hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose and mouth with unwashed hands.

Face covering/mask
- Everyone must wear a cloth face cover or mask in an enclosed public space (e.g. building), including:
  - Indoors except in your home or where you can close a door and expect other people not to enter
  - With other individuals in the same space or where you are likely to encounter another individual
- You must continue social distancing, even when wearing a face covering/mask.
- Your department will provide you with a non-medical grade face covering (or in some cases a surgical mask), but you can choose to bring your own. Those that seal tightly to the face work best.
If you cannot medically tolerate a face covering/mask or its use will significantly impede the in-person work being performed, contact your supervisor for additional guidance.

See box below for detailed instructions on how to use a face covering or mask.

Clean and disinfect

- Regularly clean and disinfect frequently touched surfaces.
- If the surface is dirty, first clean with soap and water, or another detergent.
- Then, use an EPA-approved disinfectant. Follow the instructions on the label to ensure safe and effective use of the product.

How to Use a Face Covering or Mask

How to put on a cloth face covering or mask over your mouth and nose

- Before handling your face covering/mask, wash your hands or use hand sanitizer.
- Inspect it for tears or holes. Check the stitching and straps/elastic for damage. If damaged, replace it.
- Put it on by placing it over your nose and mouth and adjusting the fabric under your chin. Place the strap(s) around your head/ears or adjust ties. If there’s a metal nose piece, crimp it snugly.
- It should fit snugly but comfortably against the sides of your face. Reposition it to get a good fit.
- If conducting work where the face covering/mask may get dirty or dusty, wear a face shield to protect it.
- Face coverings/masks should be changed if they become wet, soiled, or compromised in some fashion.
- If the task requires a respirator, wear that respirator instead of your face covering/mask.

How to safely remove your cloth face covering/mask

- Carefully remove your face covering/mask so that you do not touch your eyes, nose or mouth.
- Best practice is to touch only the straps as you remove it, pulling it off and away from your face.
- Place it in a paper bag for storage.
- Wash your hands or use hand sanitizer.

Caring for a cloth face covering

- Wash your face covering daily.
- Hold it by the elastic straps or ties and place it in the wash with your regular laundry.
- Use very warm water and regular detergent. Don’t use other chemicals or disinfectants.
- Wash your hands or use hand sanitizer after placing it into the wash.
- Your face covering can go into the dryer or be left out to air dry.

Caring for a surgical mask

- These masks cannot be laundered, but can be reused by storing them in a paper bag between uses.

For More Information

- EHS has conducted risk assessments for common tasks: Your risk of contracting COVID-19 depends in part on your job, the tasks you perform, and need for contact within 6 feet of people. Contact EHS for an assessment.
- Questions/concerns? Ask your supervisor or director or email EHS-COVID-19-Reporting@umich.edu or contact the compliance hotline if you would like to report unsafe working conditions.