

## Purpose

This document serves as a reminder of what employees and students can do to minimize the spread of disease. Hygiene etiquette should be used daily, regardless of health status, but is especially critical to follow these practices when sick.

## Hand Hygiene (CDC Guidelines)

### *Handwashing*

Handwashing is one of the best defenses for minimizing the spread of infectious disease; it has been shown to reduce illness by up to 58%<sup>1</sup>.

- Wet hands and use about a dime size amount of soap.
- Wash thoroughly, rubbing all surface areas and under nails for a minimum of 20 seconds.
- Rinse thoroughly and avoid touching surfaces with hands before drying (use towels to turn off the water, use the elbow, etc.).

### *Alcohol-Based Hand Sanitizer (60% alcohol)*

If soap and water are not available:

- Apply enough of the product on hands to cover all surfaces.
- Rub hands together until the hands feel dry (do not rinse or wipe off before it is dry).

For more information, visit the CDC handwashing website, [www.cdc.gov/handwashing](http://www.cdc.gov/handwashing).

## Respiratory Hygiene (CDC Guidelines)

### *Coughing or Sneezing*

To minimize the spread of germs:

- Wear masks during increased respiratory infection.
- Stand/Sit at least 3 ft away from others.
- Cover mouth by using a tissue (preferred), upper sleeve of clothing, or inside the neckline of clothing.

For more information, visit the CDC website, <https://www.cdc.gov/flu/professionals/infectioncontrol/resphygiene.htm>

## Go Home / Stay Home When Sick (CDC Guidelines)

We realize it is not always easy to stay home when sick; however, if a disease is contagious, there is an increased risk of infecting others. Using the following guidelines can minimize the spread of disease:

- Fever over 100° F (return no sooner than 24 hours after the fever has gone without using fever-reducing medicines).
- After symptoms have improved (approximately 4-5 days after symptoms first started).
- If a physician has recommended self-isolation / isolation.

For more information, visit the CDC website, <https://www.cdc.gov/flu/business/stay-home-when-sick.htm>

<sup>1</sup> [https://www.cdc.gov/handwashing/handwashing-corporate.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fhealthywater%2Fhygiene%2Fhand%2Fhandwashing-corporate.html](https://www.cdc.gov/handwashing/handwashing-corporate.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fhealthywater%2Fhygiene%2Fhand%2Fhandwashing-corporate.html)