



# Protect Yourself & Your Coworkers

Apart from our homes, our work places are where we spend most of our time. Many illnesses spread from person to person, but they can also travel from a person who is ill, to a commonly shared surface. Evidence suggests that germs can last for hours to days on surfaces. Here are helpful ways to keep you and your coworkers safe!

## HEALTHY HABITS, HEALTHY WORKPLACE

- + **CLEAN HANDS** often, with soap and water for at least 20 seconds
- + **COVER** your coughs and sneezes
- + **CLEAN & DISINFECT** frequently touched surfaces at least daily
  - + Think phones, door handles, light switches, keyboards, credit card readers
- + **AVOID CLOSE CONTACT**, keep at least 6 feet
  - + This includes limiting handshakes. A sincere thanks works just as well!



**Don't spread germs at work.** If you are sick, stay home, rest & feel better.

## The difference between disinfecting and sanitizing



- + **DISINFECTING** *kills* germs on surfaces and objects by using chemicals.
  - + To properly disinfect, products need to remain on surfaces - usually 3-5 minutes.
- + **SANITIZING** *lowers* the number of germs to a safe level.



**AS YOUR TRUSTED HEALTHCARE PROVIDER, WE ARE HERE TO HELP** you every step of the way. If you are feeling ill, please **call ahead** before visiting your provider.