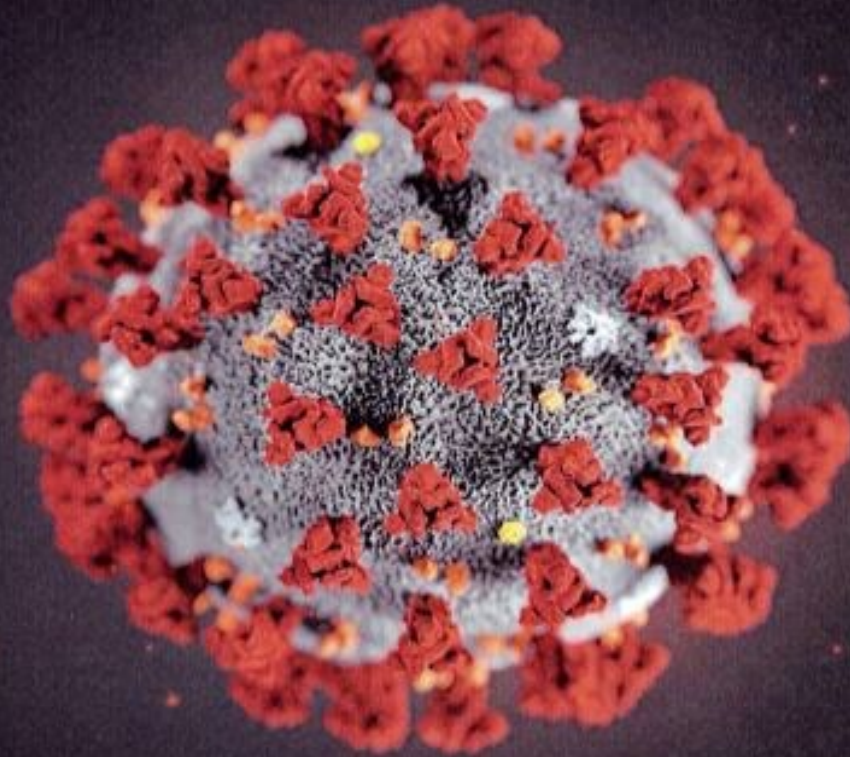


# Preparing for Novel Coronavirus Disease (COVID-19) Emergency – Family Handbook



**MARCH 9, 2020**

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**Reno-Sparks Tribal Health Center**



Hello,

As Novel Coronavirus (COVID-19) makes its way across the globe, it is affecting our communities in many different ways. We are beginning to hear and experience what people in Asia have been confronting for weeks.

As the director of the Reno-Sparks Tribal Health Center, we have activated our Continuity Of Operations Plan (COOP) which was created to ensure that the RSIC Tribal Health Center is fully capable of addressing all types of emergencies, recover from them, and mitigate against their impacts. As we move toward our second phase, we are set up with full monitoring to stay in sync with the Center for Disease Control, the World Health Organization, Nevada Department of Health & Human Services, Washoe County Health District, and Indian Health Services to make critical decisions regarding COVID-19.

In doing so, we weigh a number of factors grounded in planning, education, and internal operations with guidance from local health departments, community transmission assessments, and our ability to continue essential work and deliver health care services people rely on. We are also trying to build resilience into our operations by testing our capacity to work remotely with tele-medicine. It is my priority to think about how we can maintain operations within our community, as well help our local tribal communities.

The Novel Coronavirus (COVID-19) is an unprecedented moment. It is important that we approach it with a sense of calm and responsibility – because we have many patients counting on us. This handout is general information taken from the CDC website, you may access their website at <http://www.cdc.gov> for more information.

In the meantime, please continue to take care of yourselves and each other.



Andrea Johnson Harper

Director, Reno-Sparks Tribal Health Center



# What You Should Know

## People at Higher Risk

### Who is at Higher Risk?

Early information out of China, where COVID-19 first started, shows that some people are at higher risk of getting very sick from this illness. This includes:

- Older adults
- People who have serious chronic medical conditions like:
  - Heart disease
  - Diabetes
  - Lung disease

If a COVID-19 outbreak happens in your community, it could last for a long time. (An outbreak is when a large number of people suddenly get sick.) Depending on how severe the outbreak is, public health officials may recommend community actions to reduce people's risk of being exposed to COVID-19. These actions can slow the spread and reduce the impact of disease.

If you are at higher risk for serious illness from COVID-19 because of your age or because you have a serious long-term health problem, it is extra important for you to take actions to reduce your risk of getting sick with the disease.

**If you are at higher risk of getting very sick from COVID-19, you should:**

- Stock up on supplies
- Take everyday precautions to keep space between yourself and others
- When you go out in public, keep away from others who are sick, limit close contact and wash your hands often.
- Avoid crowds as much as possible

During a COVID-19 outbreak in your community, stay home as much as possible.

### **Get Ready for COVID-19 Now**

- Have supplies on hand
  - Contact your healthcare provider to ask about obtaining extra necessary medications to have on hand in case there is an outbreak of COVID-19 in your community and you need to stay home for a prolonged period of time.
  - If you cannot get extra medications, consider using mail-order for medications.

- Be sure you have over-the-counter medicines and medical supplies (tissues, etc.) to treat fever and other symptoms. Most people will be able to recover from COVID-19 at home.
  - Have enough household items and groceries on hand so that you will be prepared to stay at home for a period of time.
- Take everyday precautions
  - Avoid close contact with people who are sick
  - Take everyday preventive actions
    - Clean your hands often
    - Wash your hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, or sneezing, or having been in a public place.
    - If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol.
    - To the extent possible, avoid touching high-touch surfaces in public places – elevator buttons, door handles, handrails, handshaking with people, etc. Use a tissue or your sleeve to cover your hand or finger if you must touch something.
    - Wash your hands after touching surfaces in public places.
    - Avoid touching your face, nose, eyes, etc.
    - Clean and disinfect your home to remove germs: practice routine cleaning of frequently touched surfaces (for example: tables, doorknobs, light switches, handles, desks, toilets, faucets, sinks & cell phones)
    - Avoid crowds, especially in poorly ventilated spaces. Your risk of exposure to respiratory viruses like COVID-19 may increase in crowded, closed-in settings with little air circulation if there are people in the crowd who are sick.
- If COVID-19 is spreading in your community, take extra measures to put distance between yourself and other people
  - Stay home as much as possible.
    - Consider ways of getting food brought to your house through family, social, or commercial networks
- **Have a plan for if you get sick:**
  - **Consult with your health care provider for more information about monitoring your health for symptoms suggestive of COVID-19. Call the RSTHC before coming, you may be directed to the Washoe County Health District for an Assessment.**
  - Stay in touch with others by phone or email. You may need to ask for help from friends, family, neighbors, community health workers, etc. if you become sick.
  - Determine who can provide you with care if your caregiver gets sick

### **Watch for symptoms and emergency warning signs**

- Pay attention for potential COVID-19 symptoms including, fever, cough, and shortness of breath. If you feel like you are developing symptoms, call your doctor.
- If you develop emergency warning signs for COVID-19 get medical attention immediately. In adults, emergency warning signs\*:
  - Difficulty breathing or shortness of breath
  - Persistent pain or pressure in the chest
  - New confusion or inability to arouse
  - Bluish lips or face

\*This list is not all inclusive. Please consult your medical provider for any other symptom that is severe or concerning.

### **What to Do if You Get Sick**

- Stay home and **call** your doctor
- **Call** your healthcare provider and let them know about your symptoms. Tell them that you have or may have COVID-19. This will help them take care of you and keep other people from getting infected or exposed.
- If you are not sick enough to be hospitalized, you can recover at home. Follow CDC instructions for **how to take care of yourself at home**.
- Know when to get emergency help
- Get medical attention immediately if you have any of the emergency warning signs listed above.

### **Community Support for Older Adults**

What others can do to support older adults

- Community preparedness planning for COVID-19 should include older adults and people with disabilities, and the organizations that support them in their communities, to ensure their needs are taken into consideration.
  - Many of these individuals live in the community, and many depend on services and supports provided in their homes or in the community to maintain their health and independence.
- Long-term care facilities should be vigilant to prevent the introduction and spread of COVID-19. Information for long-term care facilities can be on the CDC website.



## Family and Caregiver Support

Know what medications your loved one is taking and see if you can help them have extra on hand.

- Monitor food and other medical supplies (oxygen, incontinence, dialysis, wound care) needed and create a back-up plan.
- Stock up on non-perishable food items to have on hand in your home to minimize trips to stores.
- If you care for a loved one living in a care facility, monitor the situation, ask about the health of the other residents frequently and know the protocol if there is an outbreak.

## Prevention & Treatment

### Prevention

There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19). The best way to prevent illness is to avoid being exposed to this virus. However, as a reminder, CDC always recommends everyday preventive actions to help prevent the spread of respiratory diseases, including:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Follow CDC's recommendations for using a facemask.
  - CDC does not recommend that people who are well wear a facemask to protect themselves from respiratory diseases, including COVID-19.
  - Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. The use of facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
  - If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.

For information about handwashing, see [CDC's Handwashing](#) website

For information specific to healthcare, see [CDC's Hand Hygiene in Healthcare Settings](#)

These are everyday habits that can help prevent the spread of several viruses. CDC does have [specific guidance for travelers](#).

## **Treatment**

There is no specific antiviral treatment recommended for COVID-19. People with COVID-19 should receive supportive care to help relieve symptoms. For severe cases, treatment should include care to support vital organ functions.

People who think they may have been exposed to COVID-19 should contact their healthcare provider immediately or the Washoe County Health District Call Center at (775) 328-1427.

## How COVID-19 Spreads

COVID-19 is a new disease and **we are still learning how it spreads**, the severity of illness it causes, and to what extent it may spread in the United States.

### Person-to-person spread

The virus is thought to spread mainly from person-to-person.

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs or sneezes.

These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

### Can someone spread the virus without being sick?

- People are thought to be most contagious when they are most symptomatic (the sickest).
- Some spread might be possible before people show symptoms; there have been reports of this occurring with this new coronavirus, but this is not thought to be the main way the virus spreads.

### Spread from contact with contaminated surfaces or objects

It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads.

### How easily the virus spreads

How easily a virus spreads from person-to-person can vary. Some viruses are highly contagious (spread easily), like measles, while other viruses do not spread as easily. Another factor is whether the spread is sustained, spreading continually without stopping.

The virus that causes COVID-19 seems to be spreading easily and sustainably in the community (“community spread”) in some affected geographic areas.

**Community spread** means people have been infected with the virus in an area, including some who are not sure how or where they became infected.



### **Before a COVID-19 outbreak occurs in your community: Plan**

A COVID-19 outbreak could last for a long time in your community. Depending on the severity of the outbreak, public health officials may recommend community actions designed to help keep people healthy, reduce exposures to COVID-19, and slow the spread of the disease. Local public health officials may make recommendations appropriate to your local situation. Creating a household plan can help protect your health and the health of those you care about in the event of an outbreak of COVID-19 in your community. You should base the details of your household plan on the needs and daily routine of your household members.

#### ***Create a household plan of action***

- ✓ **Talk with the people who need to be included in your plan.** Meet with household members, other relatives, and friends to discuss what to do if a COVID-19 outbreak occurs in your community and what the needs of each person will be.
- ✓ **Plan ways to care for those who might be at greater risk for serious complications.** There is limited information about who may be at risk for severe complications from COVID-19 illness. From the data that are available for COVID-19 patients, and from data for related coronaviruses such as SARS-CoV and MERS-CoV, it is possible that older adults and persons who have underlying chronic medical conditions may be at risk for more serious complications. Early data suggest older people are more likely to have serious COVID-19 illness. If you or your household members are at increased risk for COVID-19 complications, please consult with your health care provider for more information about monitoring your health for symptoms suggestive of COVID-19. CDC will recommend actions to help keep people at high risk for complications healthy if a COVID-19 outbreak occurs in your community.
- ✓ **Get to know your neighbors.** Talk with your neighbors about emergency planning. If your neighborhood has a website or social media page, consider joining it to maintain access to neighbors, information, and resources.
- ✓ **Identify aid organizations in your community.** Create a list of local organizations that you and your household can contact in the event you need access to information, health care services, support, and resources. Consider including organizations that provide mental health or counseling services, food, and other supplies.
- ✓ **Create an emergency contact list.** Ensure your household has a current list of emergency contacts for family, friends, neighbors, carpool drivers, health care providers, teachers, employers, the local public health department, and other community resources.

## *Practice good personal health habits and plan for home-based actions*

**Practice everyday preventive actions now.** Remind everyone in your household of the importance of practicing everyday preventive actions that can help prevent the spread of respiratory illnesses:

- Avoid close contact with people who are sick.
- Stay home when you are sick, except to get medical care.
- Cover your coughs and sneezes with a tissue.
- Clean frequently touched surfaces and objects daily (e.g., tables, countertops, light switches, doorknobs, and cabinet handles) using a regular household detergent and water.
  - If surfaces are dirty, they should be cleaned using a detergent and water prior to disinfection. For disinfection, a list of products with Environmental Protection Agency (EPA)-approved emerging viral pathogens claims, maintained by the American Chemistry Council Center for Biocide Chemistries (CBC), is available at Novel Coronavirus (COVID-19) Fighting Products. Always follow the manufacturer's instructions for all cleaning and disinfection products.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Always wash your hands with soap and water if your hands are visibly dirty.

**Choose a room in your home that can be use to separate sick household members from those who are healthy.** Identify a separate bathroom for the sick person to use, if possible. Plan to clean these rooms, as needed, when someone is sick. Learn how to care for someone with COVID-19 at home.

## *Be prepared if your child's school or childcare facility is temporarily dismissed*

**Learn about the emergency operations plan at your child's school or childcare facility.** During a COVID-19 outbreak in your community, local public health officials may recommend temporary school dismissals to help slow the spread of illness. School authorities also may decide to dismiss a school if too many students or staff are absent. Understand the plan for continuing education and social services (such as student meal programs) during school dismissals. If your child attends a college or university, encourage them to learn about the school's plan for a COVID-19 outbreak.

## *Plan for potential changes at your workplace*

**Learn about your employer's emergency operations plan.** Discuss sick-leave policies and telework options for workers who are sick or who need to stay home to care for sick household members.



## **During a COVID-19 outbreak in your community: Act**

### ***During an outbreak in your community, protect yourself and others by:***

- Staying home from work, school, and all activities when you are sick with COVID-19 symptoms, which may include fever, cough, and difficulty breathing.
- Keeping away from others who are sick.
- Limiting close contact with others as much as possible (about 6 feet).

### ***Put your household plan into action***

**Stay informed about the local COVID-19 situation.** Get up-to-date information about local COVID-19 activity from public health official. Be aware of temporary school dismissals in your area, as this may affect your household's daily routine.

**Stay home if you are sick.** Stay home if you have COVID-19 symptoms. If a member of your household is sick, stay home from school and work to avoid spreading COVID-19 to others.

- If your children are in the care of others, urge caregivers to watch for COVID-19 symptoms.

**Continue practicing everyday preventive actions.** Cover coughs and sneezes with a tissue and wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use a hand sanitizer that contains 60% alcohol. Clean frequently touched surfaces and objects daily using a regular household detergent and water.

**Use the separate room and bathroom you prepared for sick household members (if possible).** Learn how to care for someone with COVID-19 at home. Avoid sharing personal items like food and drinks. Provide your sick household member with clean disposable facemasks to wear at home, if available, to help prevent spreading COVID-19 to others. Clean the sick room and bathroom, as needed, to avoid unnecessary contact with the sick person.

- If surfaces are dirty, they should be cleaned using a detergent and water prior to disinfection. For disinfection, a list of products with EPA-approved emerging viral pathogens claims, maintained by the CDC, is available at Novel Coronavirus (COVID-19) Fighting Products. Always follow the manufacturer's instructions for all cleaning and disinfection products.

**Stay in touch with others by phone or email.** If you live alone and become sick during a COVID-19 outbreak, you may need help. If you have a chronic medical condition and



live alone, ask family, friends, and health care providers to check on you during an outbreak. Stay in touch with family and friends with chronic medical conditions.

**Take care of the emotional health of your household members.** Outbreaks can be stressful for adults and children. Children respond differently to stressful situations than adults. Talk with your children about the outbreak, try to stay calm, and reassure them that they are safe.

***Inform your workplace if you need to change your regular work schedule***

**Notify your workplace as soon as possible if your schedule changes.** Ask to work at home or take leave if you or someone in your household gets sick with COVID-19 symptoms, or if your child's school is dismissed temporarily.

***Take the following steps to help protect your children during an outbreak***

**If your child/children become sick with COVID-19, notify their childcare facility or school.** Talk with teachers about classroom assignments and activities they can do from home to keep up with their schoolwork.

**Keep track of school dismissals in your community.** Read or watch local media sources that report school dismissals. If schools are dismissed temporarily, use alternative childcare arrangements, if needed.

**Discourage children and teens from gathering in other public places while school is dismissed to help slow the spread of COVID-19 in the community.**

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### **After a COVID-19 outbreak has ended in your community: Follow Up**

Remember, a COVID-19 outbreak could last a long time. The impact on individuals, households, and communities might be great. When public health officials determine the outbreak has ended in your community, take time to improve your household's plan. As public health officials continue to plan for COVID-19 and other disease outbreaks, you and your household also have an important role to play in ongoing planning efforts.

### **Plan Ahead and Be Ready.**



# Coronavirus

## COVID-19

### What is a Coronavirus?

Novel coronavirus COVID-19 is a virus strain that originated in Wuhan, Hubei Province, China that has spread among humans since Dec. 2019. Coronaviruses usually cause mild respiratory illnesses, such as the common cold. Some coronaviruses have caused more severe illness, such as severe acute respiratory syndrome (SARS) and Middle East respiratory syndrome (MERS).

### Who is at risk ?

At this time, most people in Nevada are not considered at risk for COVID-19 infection and do not need to seek medical evaluation for the virus.

### How is the coronavirus spread?

COVID-19 primarily spreads when an infected person coughs or sneezes releasing droplets which can travel up to 6 feet. Another person can become infected if these droplets enter their mouth, nose, or eyes directly or through their contaminated hands. An infected person who coughs or sneezes into their hands and touches surfaces such as phones, tables, door handles, or toys can contaminate them.

### How to prevent getting COVID-19?

	Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer.
	Avoid touching your eyes, nose, and mouth with unwashed hands.
	Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
	Avoid close contact with people who are sick.
	Clean and disinfect frequently touched objects and surfaces.
	Stay home when you are sick.

## COVID-19

### Symptoms

- Fever
- Cough
- Shortness of breath
- Runny nose
- Chest pain
- Dizziness

Symptoms may appear in as few as 2 days or as long as 14 days after the exposure of the virus.

### Cleaning & disinfecting tips:

- Clean hard surfaces (desks, tables, countertops, sinks) and clean and disinfect frequently touched surfaces (door handles, faucets, railings), bathrooms, and rooms. Use alcohol wipes to clean keyboards.
- Clean surfaces with fragrance-free soap. Thorough cleaning with soap and water will remove most microorganisms.

### How do I get more information?

Nevada's Response to the 2019 Novel Coronavirus:  
<http://dphh.nv.gov/coronavirus/>

Centers for Disease Control and Prevention:  
<https://www.cdc.gov/>





# COVID-19

## NOVEL CORONAVIRUS PREVENTION TIPS

**Don't be scared, be prepared!** Help prevent the spread of respiratory diseases like COVID-19.



Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand-sanitizer containing at least 60% alcohol. Thorough cleaning with soap and water will remove most microorganisms.



Avoid touching your mouth, nose, and eyes with unwashed hands.



Cover your cough or sneeze with a tissue, then throw the tissue in the trash.



Clean and disinfect frequently touched objects and surfaces including: desks, tables, countertops, sinks, door handles, faucets, railings, phones, bathrooms and rooms.

Cleaning removes germs from surfaces, while disinfecting kills germs on surfaces. Use alcohol-based products to disinfect surfaces.



Stay home when you are sick, except to get medical care. Call your doctor before going in to get checked so they are aware of your condition.

Avoid close contact with people who are sick. If a family member is sick, place them in a separate room and bathroom if possible.



Remember to stay calm and practice good hygiene. Reach out to your local health department or medical provider with any questions.

For more information please visit: <http://dpbh.nv.gov/coronavirus/>



Brought to you by:  
Nevada Department of Health and Human Services  
Division of Public and Behavioral Health  
Public Health Preparedness



# FOR A CORONAVIRUS ASSESSMENT

Call the Washoe County  
Health District Call Center at  
**775-328-2427**

