

Seasonal and H1N1 Flu Tips: General Business and Workplace Prevention

The new H1N1 influenza (flu) virus, formerly known as Swine Flu, is currently causing illness in people throughout the United States and countries around the world, causing the World Health Organization to declare a pandemic. The following information was obtained from the Centers for Disease Control and Prevention (CDC).* We encourage you to keep up-to-date by visiting www.cdc.gov. The following information can be used for seasonal flu and H1N1 flu.

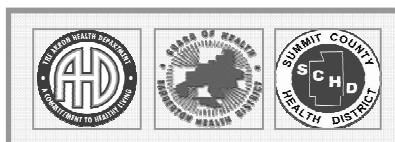
**Original design and content aggregation by the Medina County Health Department, Medina, Ohio*

WHAT YOU CAN DO TO PROTECT YOUR EMPLOYEES

- Encourage sick employees to stay home and away from the workplace; provide flexible leave policies.
- Encourage infection control practices in the workplace.
- Provide information on cough etiquette, hand washing, and respiratory hygiene. Information and posters can be found at <http://www.cdc.gov/germstopper/materials.htm>.
- Provide tissues, disinfectants, and disposable towels for employees.

PROTECT YOURSELF, YOUR FAMILY, AND YOUR COMMUNITY EVERY FLU SEASON

- Stay informed – www.cdc.gov or www.summitflu.org.
- Cover your nose and mouth when you cough or sneeze – use your sleeve or tissue.
- Wash your hands frequently with soap and water, especially after possible exposure to the flu virus. Alcohol-based hand cleaners are also effective.
- Avoid touching your eyes, nose, and mouth – germs spread this way.
- Get prepared—have an emergency preparedness kit and plan at home.
- Get your seasonal flu shot. Contact your local health department for more details, or check www.summitflu.org for flu shot information.



www.summitflu.org

WHAT YOUR BUSINESS CAN DO TO PLAN FOR AND RESPOND TO A PANDEMIC

- Identify a workplace coordinator/lead who will be responsible for dealing with pandemic influenza A (H1N1) flu issues and their impact at the workplace, including contacting the local health department and health care providers in advance and developing and implementing protocols for response to ill individuals.
- Share your plans with employees and clearly communicate expectations.
- Identify essential employees, essential business functions, and other critical inputs (e.g., raw materials, suppliers, subcontractor services/products, and logistics) required to maintain business operations by location and function should there be disruptions during an outbreak.
- Establish an emergency communications plan. This plan includes identification of key contacts (with back-ups), chain of communications (including suppliers and customers), and processes for tracking and communicating business and employee status.
- Develop platforms (e.g., hotlines, dedicated websites) for communicating pandemic influenza A (H1N1) flu status and actions to employees, vendors, suppliers, and customers inside and outside the worksite in a consistent and timely way, including redundancies in the emergency contact system.

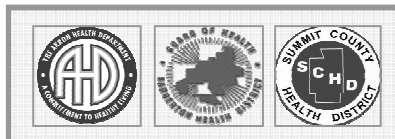
RESOURCES TO HELP BUSINESSES

Centers for Disease Control and Prevention

www.cdc.gov

Ready.Gov

www.ready.gov



www.summitflu.org