

## **Flu Mitigation Program**

### **Flu 101:**

Flu is caused by a number of Influenza viruses that infect the nose, throat and lungs. It is a highly contagious illness generally spread from person to person through coughing or sneezing of those infected.

Cleaning and disinfecting environmental surfaces is vital in reducing the spread of the virus. Proper cleaning and disinfecting techniques can help to control and minimize the transmission of microorganisms that can occur via contact between contaminated surfaces and persons.

There are several ways to help reduce the risk of spreading flu. Whether it is at your workplace, a public place, or in your own home, always take precaution and protect yourself and others around you.

### **Workplace Precautions:**

Placing tissues and disinfection wipes at all work stations and central locations for all employees to use can help reduce the spread of flu, especially if they have guests, employees, clients, etc. visiting their work space. Common area phones, equipment and hand contact points should be wiped prior to using.

### **Management's Precautions:**

Develop a Flu Mitigation Preparedness Plan to:

- Identify Coordinator to administer Flu Mitigation Preparedness
- Assign leadership and support team to implement assignment of support team members to key functions in case of a pandemic
- Set up support team training and education regarding the plan, key roles and hygiene etiquette to prevent the spread of the flu virus
- Establish guidelines for sanitation of work areas, use of hand sanitizers, wipes and other products for team members and guests
- Establish a culture of infection control in the work place that is reinforced during the annual influenza season to include, if needed, options for working off site while ill, and relocating non-infected support team members to other locations
- Develop contingency systems to maintain delivery of services during times of significant and sustained employee absenteeism
- Establish guidelines for flexible work hours
- Identify employees who can provide work services from home
- Create a client communication plan (if necessary)
- Review sick leave policy



### **Janitorial Service Provider Nightly Procedures:**

Dilute disinfectant solution to proper ratio. Wipe down horizontal and vertical touch points including:

- Doors and handles; areas near and around door handles
- Office desks and counter tops when clear of personal items
- Light switch plates
- Walls and fixtures
- Ledges, window sills (weekly)
- Interior and exterior waste receptacles after emptying waste
- Clean and scrub restroom fixtures, mirrors, sinks and counter tops
- Clean and scrub showers (when present)
- Mop floors with disinfectant solution

### **Personal Precautions:**

Control and prevention are essential in preventing the spread of flu and other viruses. Washing your hands frequently and using hand wipes and hand gel sanitizers should be practiced regularly throughout the day. Properly cleaning and disinfecting surfaces will also help protect you against germs and bacteria and reduce the spread of flu viruses.

### **Reasons for Flu Mitigation:**

FRIDAY, Feb. 12, 2010 (HealthDay News) -- With the H1N1 swine flu pandemic apparently winding down, federal health officials said Friday that about 57 million Americans have suffered through the illness since last April, and the total could range as high as 84 million.

In addition, the U.S. Centers for Disease Control and Prevention (CDC) estimates that as many as 378,000 people were hospitalized due to H1N1 flu and up to 17,160 Americans may have died from the virus.