

## OCW Guidance for COVID-19

### COVID-19: Guidance for CPI and API Frontline Team Members

#### ALWAYS

- Practice social distancing by maintaining at least six feet of distance from anyone you come in contact with
- Practice proper hand hygiene - Wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available and illicit drugs are NOT suspected to be present, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Avoid touching your face, mouth, eyes, and nose.
- Ensure you have access to the appropriate contact information for the local health department in your area. If you have reason to believe someone is infected or has encountered someone who has been diagnosed with COVID-19, please report this information to the health department immediately. For more information, visit the Florida Department of Health's website at: <http://www.floridahealth.gov/diseases-and-conditions/COVID-19>.
- Sanitize frequently (use gel and/or wipes before and after leaving site) your vehicle and/or child restraint devices. Keep a bottle of hand sanitizer or rubbing alcohol (60% or stronger alcohol content) nearby in case you do not have access to soap and water.

#### DURING AN INVESTIGATIVE RESPONSE OR ON-SITE VISIT

- **Social distancing, by maintaining at least six feet of distance with anyone you come into contact with, is the most effective and critical method to prevent exposure and spread of COVID-19.**
- **Before exiting your vehicle:**
  - Gather all information available regarding the case and/or subjects
  - Prepare to conduct an expedited assessment or site-visit
  - Upon receipt, wear personal protective equipment (gloves and mask). **See glove and mask instructions below.**
- **While in a home, facility, or provider setting:**
  - Maintain at least a six-foot distance from anyone you come in contact with.
  - Conduct an expedited assessment of safety in the home, facility, or provider setting.
  - If a member of the household is symptomatic, maintain a distance of at least six-foot.
  - Avoid shaking hands or making unnecessary physical contact.
  - Be aware of individuals with symptomatic presentations of a fever, cough, or shortness of breath.
  - Do not share mobile devices.
  - Suspend e-signature collection and return to using paper copies.
  - Avoid surface contact inside residences and/or facilities.
  - Avoid leaning against furniture, countertops, or other surface areas.
  - Open doors and cabinets with a pen or tissues/towels or have the subject/household member open, if possible.

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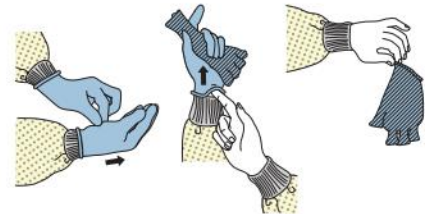
- Conduct interviews in a well-ventilated area (outside is preferable) whenever it is appropriate to do so. Please be considerate of any privacy/confidentiality concerns.
- After completing a site-visit or interview, remove and properly dispose of personal protective equipment (PPE) appropriately and perform hand hygiene.

In the event a CPI must shelter and/or transport a child that is suspected or confirmed to have COVID-19, the CPI should:

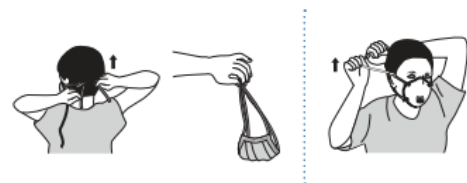
- Immediately contact a supervisor for precautionary safety guidance.
- Seek support from the family, such as relatives or friends to assist in transporting the child.
- If symptomatic but not confirmed, contact the child’s physician for medical instruction and follow their guidance for care of the child and protective measures to be taken. If the child does not have a primary care physician, contact your local health department and follow their guidance.
- Wear personal protective equipment (PPE) such as gloves and a medical mask during contact with any suspected or confirmed COVID-19 subjects.
- As a last resort, the CPI should seek assistance from Emergency Medical Services (EMS) or first responders, if all other efforts to seek assistance from relatives or friends have been exhausted.

### PERSONAL PROTECTIVE EQUIPMENT

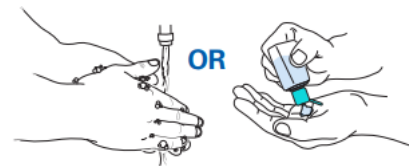
1. **GLOVES** • Outside of gloves are contaminated! • If your hands get contaminated during glove removal, immediately wash your hands or use an alcohol-based hand sanitizer • Using a gloved hand, grasp the palm area of the other gloved hand and peel off first glove • Hold removed glove in gloved hand • Slide fingers of ungloved hand under remaining glove at wrist and peel off second glove over first glove • Discard gloves in a waste container



2. **MASK OR RESPIRATOR** • Front of mask/respirator is contaminated — DO NOT TOUCH! • If your hands get contaminated during mask/respirator removal, immediately wash your hands or use an alcohol-based hand sanitizer • Grasp bottom ties or elastics of the mask/respirator, then the ones at the top, and remove without touching the front • Discard in a waste container



3. **WASH HANDS OR USE AN ALCOHOL-BASED HAND SANITIZER IMMEDIATELY AFTER REMOVING ALL PPE**



LEARN MORE: Florida Department of Health: <https://floridahealthcovid19.gov/>  
Centers for Disease Control: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>