

COVID-19 CAREGIVER TRAINING (Updated 6/17/2020)

Please review the information below about COVID-19. Please complete the test and affidavit at the end. All care givers are required to complete this training and submit their completion documents as part of initial training and continuing education.

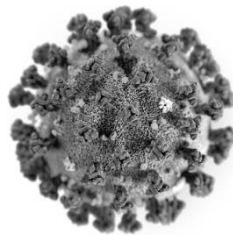
The information about the coronavirus disease 2019 (COVID-19) situation is changing rapidly. Here's what you need to know right now as a direct care provider caring for a vulnerable client.

Try to Keep Calm

Do not make decisions based on fear – make sure you have accurate information and act appropriately to minimize risk to yourself and others. There's a lot of useless and wrong information circulating in the world right now. Use reliable information sites like local, state and Federal health departments (CDPHE and CDC) and Alpine Homecare's website.

What does the Colorado Stay-at-Home order mean for you?

Alpine Homecare is a licensed healthcare facility and therefore direct caregivers like you are exempt from all “stay-at-home” orders in Colorado because your work helps keep your client out of hospitals and minimizes the client's chances of getting infected or otherwise sick. The CDPHE encourages home care providers to continuing caring for their clients safely at home and follow all the precautions described below to keep you and your clients as safe as possible.



What is a coronavirus, and what is COVID-19?

COVID-19 is a type of coronavirus strain that has not been previously seen in humans. COVID-19 is spreading from person to person in Colorado and most of the rest of the world.

How is COVID-19 spread?

COVID-19 spreads from person to person mainly when an infected person coughs or sneezes, similar to how flu and cold viruses spread.

It's also possible to get COVID-19 by touching something, like a door handle or light switch that has the virus on it and then, with the virus on your hand, touching your mouth, nose, or eyes. But you are more likely to get it from standing too close to someone who is coughing and sneezing.



What are the symptoms of COVID-19?

Common signs of infection include respiratory symptoms: fever, cough, shortness of breath and breathing difficulties. People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms or combinations of symptoms may have COVID-19:

- Cough
- Shortness of breath or difficulty breathing

Or at least two of these symptoms:

- Fever
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

When to Seek Medical Attention

If you have any of these **emergency warning signs*** for COVID-19 get **medical attention immediately**:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or inability to arouse
- Bluish lips or face

How serious is COVID-19?

According to the World Health Organization, about 80% of COVID-19 cases are mild. Higher risk groups include:

- Older people (over age 60), especially those over 80 years.
- People who have chronic medical conditions like heart, lung, or kidney disease, or diabetes.
- Older people with chronic medical conditions are at greatest risk.

For most people, 7-10 days is a normal recovery period. But for some people at higher risk, these symptoms can become severe and require hospitalization.

How is COVID-19 treated?

There is currently no vaccine to prevent COVID-19 and there is no specific treatment. However, many of the symptoms can be treated, and therefore treatment is based on the patient's clinical condition. Many people will be able to recover on their own at home.

Can you get infected from food and drinking water?

Generally speaking, no. Food is not contaminated with coronaviruses, and cooking would kill any virus in the food. According to the American Water Works Association and the Water Environment Federation, normal chlorination treatment should be sufficient to kill COVID-19 in drinking water systems.

What is close contact?

For COVID-19, close contact includes:

- Living in the same household as a sick person with COVID-19.
- Caring for a sick person with COVID-19.
- Being within 6 feet of a sick person with COVID-19 for at least 10 minutes.
- Being in direct contact with fluids from a sick person with COVID-19. This includes being coughed on, kissing, sharing utensils, etc.

Can a person with COVID-19 spread the disease without having symptoms?

The majority of spread is through symptomatic cases where you can easily see and avoid a sick person. CDC is gathering data on how much asymptomatic spread with COVID-19 may be happening. Contact investigations ongoing in the U.S. and other countries will help answer this question.

Steps to Prevent COVID-19 Include:



- Frequently and thoroughly wash your hands with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer with at least 60% alcohol.
- Cover coughs and sneezes with a tissue, then throw the tissue in the trash, or use your inner elbow or sleeve.
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Stay home if you're sick, and keep your children home if they are sick.
- Daily, clean surfaces in your and your client's home, and personal items such as cell phones, remote controls, etc. using regular household cleaning products.
- Avoid touching surfaces in public and use a disposable paper towel or tissue if you need to touch door handles, elevator buttons, shopping carts and then wash your hands with soap and water at the first possible opportunity.

Practice social distancing

- Try to keep 6 feet between yourself and other people whenever possible, particularly when you or others are sick. No hugs, no handshakes.
- Keep children and teens from gathering in other public places
- Stay home as much as possible when you are not at work.
- Avoid group gatherings. The smallest group in the largest space poses the least risk. Do not attend gatherings of more than 10 people. Best practice is to only spend group time with members of your household.
- When you are providing personal care, you will be in close contact with your client. In these situations avoid face to face communications. Even if you are helping your client with hair or oral care, try to turn your face away from your client's face as much as possible and use the mirror reflection to guide your actions.
- When you are providing house-keeping services, try to keep the client in another room or as far away from you in the same room as possible. If weather permits and the client tolerates it, try to keep a window open while you are in the client's home to allow for fresh air to circulate.
- When you are running errands for a client, follow social distancing rules as described above for public spaces and if your client usually accompanies you on shopping trips, encourage your client to stay home for their safety. Ask your supervisor for help talking to any client who continues to insist on going out with you to run errands.

Screening

Screening means asking questions to understand your status and determine what to do next. It is important that all caregivers now practice self-screening before leaving your house and client screening either on the phone prior to services or right when you come into a client's home.

Screening Procedure:

Self-screening: ask yourself before leaving the house: Do I have a fever? (Use a thermometer if you have one. Any measurement under 100°F is NOT a fever). If you do not have a thermometer, ask yourself if you are feeling well in general and if you are experiencing chills?

Am I coughing?

Do I have shortness of breath?

Do I have other symptoms, such as sneezing, runny nose, body aches, sore throat, headache?

If you answer yes to any of these questions, call your supervisor before going to work. Maybe you are experiencing allergies, a cold, the flu or COVID-19. We will help you decide how to proceed.

If you answer no to all of these questions, write on the back of the time sheet:

[Date]/self-screen OK✓

Client screening: Ask the client on the phone, or right when you enter the client's home the same symptom questions as above. You do not need to take the client's temperature. If the client answers yes to any of the questions, you should call your supervisor before going to the client's home or before beginning to provide services. Your supervisor will help you decide what steps to take next.

If the client answers "no" to all of these questions, write on the back of the time sheet:

[Date]/client screen OK✓

Then you may begin providing services.



**IMPORANT NOTE: IF YOU ARE NOT ALREADY DOING THIS,
YOU SHOULD ALWAYS WASH YOUR HANDS WITH SOAP AND WATER IN
THE CLIENT'S HOME BEOFRE PROVIDING ANY CARE.
NO EXCUSES.**



Use of Personal Protective Equipment (PPE)

Alpine Homecare provides our caregivers with PPE, including reusable and single use masks, disposable gloves, safety glasses or face shields. We also provide hand sanitizer when these PPE are available.

Use disposable gloves when handling dirty dishes, laundry or providing any kind of personal care. Also, use gloves when cleaning up spills, and when disinfecting surfaces.

We also strongly recommend the use of safety glasses or face shields when you provide close contact care such as assistance with bathing, dressing, toileting, etc.

Masking is required in the workplace. This means that you must be wearing a face covering that covers your nose and mouth when you are either in the client's home or in the Alpine Homecare administrative office.

The Colorado Department of Public Health and Environment (CDPHE) has published the following requirements as part of the Governor's Safer at Home Order:

Research shows that people who have no symptoms can spread COVID-19. Wearing a non-medical face mask helps minimize the spread of the virus. Everyone should wear a mask when out in public. Employees should wear a mask when working.

This is the policy at Alpine Homecare. All employees, regardless of job type or personal opinion must be masked at all times at work in the client's home or the Alpine office. The masking policy is mandatory, non-negotiable and will continue for the foreseeable future, at least through the next winter and flu season.

No one can enter a client's home or the office without being properly masked. Please follow protocols for safe and efficient mask wearing. This policy applies equally to your client and the client's household. If your client or a member of their household does not use a face covering while you are providing services, please notify your supervisor immediately. For your safety, client masking is a condition of services at this time. We can take steps to better protect you if your client has a health concern that prevents him/her or a household member from masking.

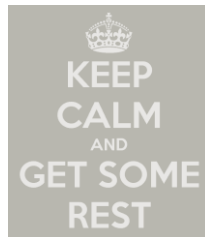
This is a CDPHE requirement and is not optional.

Household Cleaners

Using a regular multi-purpose household cleaner, like a Lysol or Mr. Clean spray works well to clean and disinfect household surfaces. If needed, you can make a bleach solution for cleaning hard surfaces. Be careful not to use the solution on wood and cloth surfaces as they may get discolored. Also, a little goes a long way, so always follow the bleach bottle directions for mixing the bleach with water.

Don't use a bleach solution if you or your client find the smell offensive. Never mix bleach or a bleach solution with anything other than water.

If your client or you need household disinfectant, please call your Supervisor. We are working hard to obtain supplies for everyone who needs them.



Take Care of Yourself

The COVID-19 situation and stay at home order is making everyone feel personally and professionally stressed out.

- Keep yourself busy in a positive way outside of work. Spend time going for walks or cooking together with your household members.
- If you feel overwhelmed at any moment anytime, focus on your breath for a few minutes until you feel more calm. Take deep slow breaths in and sighing slow breathes out.
- Make sure you are eating healthfully and getting enough sleep to keep yourself healthy.
- Stay in touch with friends and family on the phone and try to share your concerns and some jokes too.
- Ask us for help. We will try to do everything we can to support our clients and caregivers – we have information on support programs ranging from food assistance to childcare. Talk to us.

Useful Links:

Colorado Department of Public Health and Environment (CDPHE):

<https://covid19.colorado.gov/>

Centers for Disease Control and Prevention (CDC):

<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

Self-Test Check your understanding and knowledge!

1. COVID-19 is a:
 - A. Gastrointestinal disease that is spread by contact with fecal material.
 - B. Bloodborne disease spread by sharing needles with an infected person.
 - C. Coronavirus strain that causes respiratory disease and can spread from person to person.

2. Who is at a higher risk of dying from COVID-19?
 - A. Older adults and people with chronic illnesses
 - B. Everyone
 - C. Children

3. Which of the following are the most common symptoms of COVID-19?
 - A. Fever, cough
 - B. Heart palpitations, dizziness, muscle aches
 - C. Headache, rash

4. Which of the following is the best option for getting reliable information about COVID-19?
 - A. Facebook
 - B. Centers for Disease Control and Prevention (CDC)
 - C. Local newspapers

5. Social distancing means:
 - A. Only talking to people through Facebook and Twitter
 - B. Community spread
 - C. Keeping at least 6 feet distance between yourself and others and avoiding physical contact

6. What's the best thing to do to protect yourself and your client?
 - A. Sneezing and coughing into your hand
 - B. Screening, hand-washing and social distancing
 - C. Wearing a home-made mask

7. Frequent cleaning of high touch items such as doorknobs, light switches, countertops, cell phones, keyboards, remote controls and sinks, helps to:
 - A. Make clients happy
 - B. Keep you busy
 - C. Reduce the amount of germs in the home

8. What should you do if you or your client have symptoms of COVID-19?
 - A. Call 911
 - B. Call your Supervisor and follow directions to contact your or your client's health care provider
 - C. Wash your hands

Answer Key:

If you were unable to answer all the questions correctly, please review the training material and contact your supervisor for further help.

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| 1 - C; 2 - A; 3 - A; 4 - B; 5 - C; 6 - B; 7 - C; 8 - B |
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COVID-19 TRAINING COMPLETION ATTESTATION

Employee Name: _____

I attest that I completed this training material and have had my questions, if any, answered by my supervisor regarding working under COVID-19 pandemic conditions.

I understand that if at any time I feel unsafe continuing to provide care for my client, I will immediately notify my supervisor.

I understand that strictly adhering to the recommendations in this training material and information offered by the CDC and CDPHE will help reduce my personal risk and my client's risk of becoming infected with COVID-19 and other viruses.

I understand that no kind or amount of precautions or training can fully protect me or my client from becoming infected with COVID-19 during current pandemic conditions.

Employee Signature: _____

Date: _____