

COVID-19: Guidance for 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 often with soap and water for at least 20 seconds especially after you have been in a public place, or 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.
- 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 should you need to provide any referral information. 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 ON-SITE VISIT IN A PUBLIC OR PRIVATE SETTING

- Social distancing, by maintaining at least six feet of distance with anyone you come into contact with and wearing a face mask are the most effective and critical methods to prevent exposure and spread of COVID-19. A face mask helps prevent you from spreading the virus to others in the event you may be infected and may not be showing symptoms.
- 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, mask, etc.). **See COVID-19: Required Use of Personal Protective Equipment for DCF Frontline Team Members.**
- 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 feet.
 - Avoid shaking hands or making unnecessary physical contact.
 - Screen household/facility/provider setting using the COVID-19 Screening Checklist on the last page. 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.
- 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.

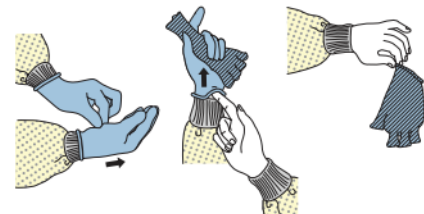
After completing a site-visit or interview, remove and properly dispose of personal protective equipment (PPE) appropriately and perform hand hygiene.

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

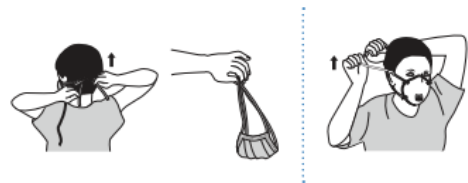
- Immediately contact a supervisor for precautionary safety guidance.
- Seek support from the family, such as relatives or friends to assist in transporting the child.
- If symptomatic but not confirmed, contact the child's physician for medical instruction and follow their guidance for care of the child 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 face mask during contact with any suspected or confirmed COVID-19 subjects.
- As a last resort, the worker 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



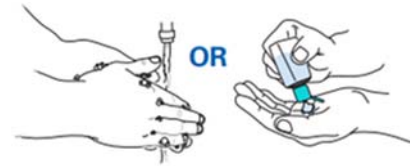
2. **MASK AND/OR FACESHIELD** • Front of mask/respirator is contaminated — DO NOT TOUCH! • If your hands get contaminated during mask/respirator removal, immediately wash your hands or use an alcohol-based hand sanitizer • Grasp bottom ties or elastics of the mask/respirator, then the ones at the top,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



3. **GOWNS** • Outside of gowns are contaminated! • If your hands get contaminated during gown removal, immediately wash your hands or use an alcohol-based hand sanitizer • Using a gloved hand, untie all ties (or unsnap all buttons) • Some gown ties can be broken rather than untied, do so in gentle manner, avoiding a forceful movement • Reach up to the shoulders and carefully pull gown down and away from the body, rolling the gown down is an acceptable approach • Dispose in trash receptacle. hand and peel off first glove



4. **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>

COVID-19 Screening Checklist

VIRAL SYMPTOMS & TRAVEL HISTORY		YES	NO
1. Has anyone experienced a fever ≥ 100.0 °F in the past 14 days?			
2. Has anyone experienced a new or change in your cough or sore throat in the past 14 days?			
3. Has anyone experienced difficulty breathing in the past 14 days?			
4. In the past 14 days before symptom onset, has anyone had close contact with a laboratory—confirmed COVID-19 person?			
5. Has anyone traveled to or from an affected geographic area with widespread community transmission of COVID-19?			
6. Has anyone traveled via a cruise ship, airplane, or train in the past 14 days?			
SUPPLEMENTAL SCREENING			
In the past 14 days, has anyone experienced any of these symptoms? (Check all that apply):			
<input type="checkbox"/> Chills	<input type="checkbox"/> Headache	<input type="checkbox"/> New onset of diarrhea	
<input type="checkbox"/> Shortness of breath	<input type="checkbox"/> New loss of taste or smell	<input type="checkbox"/> Congestion or runny nose	
<input type="checkbox"/> Fatigue	<input type="checkbox"/> Muscle or body aches	<input type="checkbox"/> Nausea or vomiting	

If the answers is yes to any of the questions 1-4, or there is a confirmed case of COVID-19 in the home or setting, the frontline team member should determine the potential for aerosol transmission and the need for an N-95 mask.

If the answers to questions 5-6 is YES, then the frontline team member should exercise a heightened sense of caution.

If any of the items are checked in the Supplemental Screening section, the frontline team member should suggest that the individual may want to consult a health care professional.

Frontline team members should observe the following practices and pass along information as the situation warrants:

- ✓ Surgical masks should be utilized per CDC guidelines and provided to those being interviewed when contact cannot be maintained using at least six feet of social distancing.
- ✓ Individuals who are symptomatic with COVID-19 must quarantine for a minimum of 10 days with 3 consecutive days of no fever before coming out of quarantine
- ✓ Individuals who are asymptomatic with COVID-19 must quarantine for a minimum of 10 days.
- ✓ Runaway youth who return must wear a mask and maintain at least six feet of social distancing for a minimum of 10 days.
- ✓ Anyone who has been exposed to COVID-19 must be isolated for at least 10 days; isolation can be within the home/facility using social distancing, own room/area, regular cleaning, etc.

- ✓ Group Home guidance: maintain six feet of social distancing and/or utilize PPE while inside; conduct regular cleaning of surfaces, shared areas; wash hands regularly; utilize hand sanitizer. Ensure CDC cleanliness guidelines are being followed:
<https://www.cdc.gov/coronavirus/2019-ncov/community/clean-disinfect/index.html>