

COVID-19 HOUSEHOLD ACTION PLAN

WHY IT'S IMPORTANT TO HAVE A HOUSEHOLD ACTION PLAN: As healthcare, workers we need to make sure we are safe not only at work but at home. This is particularly important if our jobs put us in contact with individuals with COVID-19. This package of information is designed to create a "household action plan." It is based on recommendations from the CDC and will help ensure that you, your family and others in your household are prepared for COVID-19. Though you may be familiar with many precautions necessary to implement the plan, working with your household ensures that everyone is prepared. Not only will this plan help prevent the spread of the disease, but knowing your family and home are prepared can help reduce stress.

ACTION CHECKLIST

Communicate.

- Talk with people who need to be involved with the plan.
- Identify high-risk individuals and make sure they are taking extra precautions.** Plan for ways to care for them first. High risk individuals include people over the age of 65, those with respiratory conditions such as asthma or COPD, pregnant women, individuals with HIV/AIDS or who are immune compromised, and people with serious medical conditions.
- Create a list of emergency contacts** to be used by your household. Include personal, work, and school contacts.
- Contact your neighbors** and ask about their preparations.
- Create a list of people you and members of your household should check-in on:** loved ones, friends, at-risk individuals, and other important people outside your household.. Staying in contact can help reduce stress.
- Create a list of individuals who can check-in on you and members of your household.** This is particularly important for people who live alone. Be sure to ask the individuals on your list if it's OK for them to check-in on you.

Create lists of community resources.

- » We recommend lists of the following resources:
 - COVID-19 Information. Trusted resources** to stay informed on developments on the virus in your area: websites, hot lines, email lists etc..
 - Healthcare facilities** in your area.
 - Organizations your household can contact for information, services, and assistance.** These include community centers public health departments, religious organizations, and organizations that provide mental health counseling.
 - Other important resources** such as grocery stores (inquire if they deliver), laundromats, pharmacies, child care, transportation, and general deliveries and tasks.

Stock up on critical supplies.

- » Though, in many places, supplies are running low, to the best of your ability try to have at least two-weeks of critical supplies. Examples of critical supplies include:
 - Medication** (over-the-counter and prescription)
 - Cleaning supplies:** hand soap, dish soap, gloves, surface cleaner, bleach, paper towels, hand sanitizer, etc.
 - Personal protective equipment:** gloves, face masks.
 - Food,** particularly non-perishable items.

* Sources: Centers for Disease Control and Prevention (CDC), "Get Your Household Ready." <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/get-your-household-ready-for-COVID-19.html>.
World Health Organization (WHO), <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/technical-guidance/infection-prevention-and-control>

Prepare your living space.

- Identify a "sick room."** In the event that someone becomes sick, a room (or area) should be identified that will help to limit their contact with others. If possible, the sick individual should also have their own bathroom.
- Plan to clean and disinfect household regularly.** Pay special attention to identifying frequently touched objects and surfaces. Use a cleaning checklist if you want to be extremely thorough.
- Create a disinfecting space.** Dedicate a place in your home to disinfect items like packages and bags, particularly if you are leaving your home or things are brought in from the outside.
- Make sure shared spaces have adequate ventilation.**
- Expose rooms to regular sunlight**--it can help disinfect.
- Make sure you have at least one **sterile waste-bin** that is covered and can be opened without using your hands..
- Display reminders about proper hygiene and everyday precautions.** Posters on "How to Wash Your Hands" over the sink are particularly helpful.*

What to do if you or someone in your family gets sick or shows symptoms.*

- Contact doctor immediately** and inform them of the symptoms. Follow their instructions. Do not visit the doctor without contacting them first.
- Keep sick individual home** unless otherwise directed by a doctor.
- Have sick individual stay in "sick room" to limit their direct contact with others.
- Sick individuals should not handle pets.**
- Prohibit visitors** who are not essential or part of the household from entering the home.
- Have sick individual **wear face mask if available.**
- Monitor symptoms** closely.

Ensure everyone knows how to take "everyday precautions,"* which include:

- Wash your hands often using soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water aren't available.
- Always wash your hands after blowing your nose, coughing, or sneezing.
- Cough and sneeze into your elbow or tissue. Wash your hands afterwards. Throw the tissue away.
- Avoid touching face, nose, eyes and mouth.**
- Avoid high-touch surfaces (door handles, elevator buttons hand rails) Use a tissue or sleeve if you must touch.
- Avoid crowds.
- Stand at least six feet away from others,** particularly in public.
- Avoid sharing commonly touched items:** phones, plates, glasses etc.

PREPARATIONS FOR HIGH-RISK INDIVIDUALS

» Identify high-risk individuals or people with special needs in your household. Make sure they are taking extra precautions. Create plans to help prevent them from contracting COVID-19 and for what to do if they demonstrate signs or symptoms. High-risk individuals include people over the age of 65, those with respiratory conditions such as asthma or COPD, pregnant women, individuals with HIV/AIDS or who are immune compromised, and individuals with other serious health conditions such as heart disease or cancer. Contact a medical provider if you are unsure whether someone is high-risk and for additional information about how to help them prepare.

NAME		
WHY ARE THEY AT RISK?	PREVENTION	WHAT TO DO IF THEY SHOW SYMPTOMS
» Conditions, special needs etc.	» Actions to help prevent infection.	» Actions if they get sick.
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
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_____	_____	_____
_____	_____	_____
_____	_____	_____

NAME		
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» Conditions, special needs etc.	» Actions to help prevent infection.	» Actions if they get sick.
_____	_____	_____
_____	_____	_____
_____	_____	_____
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_____	_____	_____
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

COVID-19 INFORMATION

Websites

Social Media

Local TV & Radio

Other



IMPORTANT CONTACTS

Emergency Contacts

NAME _____
PHONE _____
EMAIL _____
WHEN TO CONTACT _____

NAME _____
PHONE _____
EMAIL _____
WHEN TO CONTACT _____

NAME _____
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WHEN TO CONTACT _____

Neighbors to Contact

NAME _____
ADDRESS _____
PHONE _____
EMAIL _____
FACEBOOK/OTHER _____

NAME _____
ADDRESS _____
PHONE _____
EMAIL _____
FACEBOOK/OTHER _____

NAME _____
ADDRESS _____
PHONE _____
EMAIL _____
FACEBOOK/OTHER _____

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FACEBOOK/OTHER _____



COMMUNITY RESOURCES

Healthcare

- » If you need to visit a healthcare facility it is recommend that you contact them first-particularly if you have been exposed to or are showing symptoms of COVID-19. Most facilities have specific instructions for accessing care.

Closest Hospitals

NAME _____
ADDRESS _____
PHONE _____
WEBSITE _____
DISTANCE FROM HOME _____

NAME _____
ADDRESS _____
PHONE _____
WEBSITE _____
DISTANCE FROM HOME _____

Closest Walk-in Clinics

NAME _____
ADDRESS _____
PHONE _____
WEBSITE _____
DISTANCE FROM HOME _____

NAME _____
ADDRESS _____
PHONE _____
WEBSITE _____
DISTANCE FROM HOME _____

Doctor's Offices/Other

NAME _____
ADDRESS _____
PHONE _____
WEBSITE _____
DISTANCE FROM HOME _____

NAME _____
ADDRESS _____
PHONE _____
WEBSITE _____
DISTANCE FROM HOME _____

Aid Organizations

- » Organizations your household can contact for information, services, and assistance. These include community centers public health departments, religious organizations, and organizations that provide mental health counseling, child care, pet care, and transportation.

NAME _____
SERVICES PROVIDES _____
ADDRESS _____
PHONE _____
EMAIL _____
WEBSITE _____

NAME _____
SERVICES PROVIDES _____
ADDRESS _____
PHONE _____
EMAIL _____
WEBSITE _____

NAME _____
SERVICES PROVIDES _____
ADDRESS _____
PHONE _____
EMAIL _____
WEBSITE _____

Stores and Supplies

Groceries

NAME _____
ADDRESS _____
PHONE _____
DISTANCE FROM HOME _____
HOURS _____
DO THEY DELIVER? _____

Pharmacy

NAME _____
ADDRESS _____
PHONE _____
DISTANCE FROM HOME _____
HOURS _____
DO THEY DELIVER? _____

Other

NAME _____
ADDRESS _____
PHONE _____
DISTANCE FROM HOME _____
HOURS _____
DO THEY DELIVER? _____

CHECK-IN LISTS

People to Check-in On

- » People you and members of your household should check-in on: loved ones, friends, at-risk individuals, and other important people outside your household. Staying in contact can help reduce stress.

NAME _____
WHEN TO CHECK-IN _____
BEST WAY(S) TO CONTACT _____

NAME _____
WHEN TO CHECK-IN _____
BEST WAY(S) TO CONTACT _____

NAME _____
WHEN TO CHECK-IN _____
BEST WAY(S) TO CONTACT _____

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BEST WAY(S) TO CONTACT _____

NAME _____
WHEN TO CHECK-IN _____
BEST WAY(S) TO CONTACT _____

People Who Can Check-in On Me and My Household

- » People who can check-in on you and members of your household, particularly in instances where someone in your household gets sick.. Be sure to contact them and ask them if it's OK to check-in on you.

NAME _____
WHEN THEY WILL CHECK-IN _____

HOW THEY WILL GET IN CONTACT _____

NAME _____
WHEN THEY WILL CHECK-IN _____

HOW THEY WILL GET IN CONTACT _____

NAME _____
WHEN THEY WILL CHECK-IN _____

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WHEN THEY WILL CHECK-IN _____

HOW THEY WILL GET IN CONTACT _____

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World Health Organization (WHO), "Coronavirus disease (COVID-19) technical guidance: Infection prevention and control / WASH" <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/technical-guidance/infection-prevention-and-control>

PREPARE YOUR LIVING SPACE

- » Identify a “sick room” or space. In the event that someone becomes sick, a room(or area) should be identified for them to stay in to limit contact with others. If possible, the sick individual should have their own bathroom as well.

THE “SICK ROOM” IN MY HOME IS _____

THE SICK BATHROOM IS _____

- » Go through your entire living space and ensure that all critical preparations are made. Pay special attention to frequently touched surfaces and objects and make sure they are cleaned regularly. Frequently touched surfaces and objects include things like light switches, door knobs, television remotes, toys, keyboards, telephones, drawer handles, hand railings, and the backs of chairs.

ROOM 1

- DOES IT HAVE ADEQUATE SUNLIGHT?
- DOES IT HAVE ADEQUATE VENTILATION?
- DOES IT HAVE A COVERED WASTE BASKET?

FREQUENTLY TOUCHED OBJECTS/THINGS TO BE REGULARLY CLEANED

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

ROOM 4

- DOES IT HAVE ADEQUATE SUNLIGHT?
- DOES IT HAVE ADEQUATE VENTILATION?
- DOES IT HAVE A COVERED WASTE BASKET?

FREQUENTLY TOUCHED OBJECTS/THINGS TO BE REGULARLY CLEANED

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

ROOM 2

- DOES IT HAVE ADEQUATE SUNLIGHT?
- DOES IT HAVE ADEQUATE VENTILATION?
- DOES IT HAVE A COVERED WASTE BASKET?

FREQUENTLY TOUCHED OBJECTS/THINGS TO BE REGULARLY CLEANED

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

ROOM 5

- DOES IT HAVE ADEQUATE SUNLIGHT?
- DOES IT HAVE ADEQUATE VENTILATION?
- DOES IT HAVE A COVERED WASTE BASKET?

FREQUENTLY TOUCHED OBJECTS/THINGS TO BE REGULARLY CLEANED

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

ROOM 3

- DOES IT HAVE ADEQUATE SUNLIGHT?
- DOES IT HAVE ADEQUATE VENTILATION?
- DOES IT HAVE A COVERED WASTE BASKET?

FREQUENTLY TOUCHED OBJECTS/THINGS TO BE REGULARLY CLEANED

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

ROOM 6

- DOES IT HAVE ADEQUATE SUNLIGHT?
- DOES IT HAVE ADEQUATE VENTILATION?
- DOES IT HAVE A COVERED WASTE BASKET?

FREQUENTLY TOUCHED OBJECTS/THINGS TO BE REGULARLY CLEANED

- _____
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CRITICAL SUPPLIES

Inventory (Current Supplies)

- » Begin by determining what critical supplies you already have. List everything. Be sure to make note of expiration dates. Check off those supplies that will last at least two weeks. The non-checked items can be used to create a shopping list.

CLEANING & SANITARY SUPPLIES

PRESCRIPTION MEDICATIONS

OTHER MEDICATIONS

Cold medications are particularly important.

OTHER CRITICAL SUPPLIES

Other critical supplies could include diapers, pet food, air filter

FOOD

Be sure you are stocked up on non-perishable food items.

Critical cleaning Supplies include: Surface Cleaners/disinfectant hand soap, hand sanitizer floor cleaner, dish soap, face masks, disposable gloves, paper towel, toilet paper, sponges, garbage bags.