

What do I need to do to respond and protect myself and others from COVID-19?

[501 CSW Squadron Commander/Superintendent](#)

[Active duty and enrolled to a 501 CSW Military Treatment Facility \(MTF\)](#)

[Active duty and NOT enrolled to a MTF](#)

[Dependent of active duty and enrolled to a 501 CSW MTF](#)

[Dependent of active duty and NOT enrolled to a MTF](#)

[Civilian employee and enrolled to 501 CSW MTF](#)

[Civilian employee and NOT enrolled to a MTF](#)

[Basic hygiene and infection precaution measures for everyone](#)

[How to QUARANTINE \(feeling well, but increased risk\)](#)

[How to SELF-ISOLATE \(feeling unwell\) when you live alone](#)

[How to SELF-ISOLATE \(feeling unwell\) when you live with others](#)

What do I need to do to respond and protect myself and others from COVID-19?

501 CSW Squadron Commander/Superintendent

<p>My member* feels unwell and is self-isolating</p>	<p>Verify the member is self-isolating at home & has made contact with their medical team by calling the appointment line/GP. If it is out-of-hours direct them to call the MHS Nurse Advice Line or if in Stavanger 116 117. Contact Public Health to advise them the member is self-isolating and when they started doing so. Arrange for food/necessities to be delivered to the member.</p>
<p>My member* tested positive for COVID-19</p>	<p>Contact Public Health to advise them immediately. Public Health will contact all close contacts and advise them to quarantine.</p> <p>It is recommended to close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection.</p> <p>Disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces. See cleaning & disinfection.</p>
<p>My member* feels well and has to quarantine due to travel or has been told they had an exposure to a <u>confirmed</u> case of COVID-19</p>	<p>Contact Public Health to advise them the member is in quarantine and, if possible, when they started quarantine measures and why. Arrange for food/necessities to be delivered to the member.</p>
<p>My member* is feeling well and has been exposed to someone <u>suspected</u> to have COVID-19</p>	<p>This includes having members in isolation or quarantine within their home. No special measures are required. Members should monitor for symptoms and if they occur, self-isolate. If a member is advised they have had close contact with a confirmed positive, they should then quarantine. Notify Public Health ONLY if the member is self-isolating or quarantined.</p>
<p>My AD member's spouse/child is self-isolating or is in quarantine</p>	<p>Contact Public Health to advise them the family member is in quarantine and, if possible, when they started quarantine measures and why. Consider arranging for food/necessities to be delivered to the family. Engage your Key Spouse.</p>
<p>My members are feeling well</p>	<p>Advise not to shake hands or give high fives. Encourage hand washing with soap and water. If soap and water are not readily available, encourage use of a hand sanitizer that contains at least 60% alcohol. Avoid touching your eyes, nose, and mouth with unwashed hands. Send sick people home, advise them to call the appointment line or GP. Encourage proper cough etiquette. Provide tissues in the workplace. Member should be advised to cover their mouth and nose with a tissue when they cough or sneeze and then throw the tissue out and wash their hands. If tissues are not available, use the inside of the elbow. Clean frequently touched surfaces daily. See cleaning & disinfection.</p>

*Active Duty/Civilian/LNDH/contractor

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Active duty and enrolled to 501 CSW Clinic

<p>Feeling unwell</p>	<p>Stay in your home and call your MTF appointment line. If out-of-hours, call the MHS Nurse Advice Line. You may be advised to self-isolate, if so notify your chain of command. Once normal operating hours have resumed, contact the MTF appointment line.</p>
<p>Feeling well and have recently traveled outside of UK</p>	<p>If you have returned to the UK from a CDC Level 3 Travel Health Notice area of Europe or South Korea on or after 13 Mar 2020: Stay in your home and follow quarantine measures found below. Contact your chain of command. Also contact Public Health at your MTF.</p> <p>If you have returned to the UK from China or Iran in the past 14 days: Stay in your home and follow quarantine measures found below. Contact your chain of command. Also contact Public Health at your MTF.</p>
<p>Feeling well and have been exposed to someone <u>confirmed</u> to have COVID-19</p>	<p>Stay in your home and follow quarantine measures found below. Contact your chain of command. Also contact Public Health at your MTF. Monitor for symptoms and if you begin to feel unwell, follow self-isolation guidelines, and contact the MTF appointment line or out-of-hours resources.</p>
<p>Feeling well and have been exposed to someone <u>suspected</u> to have COVID-19</p>	<p>This includes having members of the same household who are in quarantine after travel or exposure to a confirmed case of COVID-19. This also includes having members in the same household that are self-isolating and have NOT been confirmed to have COVID-19. Other than precautions if a household member is in quarantine or self-isolation, no special measures are needed unless you begin to feel unwell.</p>
<p>Feeling well</p>	<p>Don't shake hands or give high fives.</p> <p>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.</p> <p>If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.</p> <p>Cover all surfaces of your hands and rub them together until they feel dry.</p> <p>Avoid touching your eyes, nose, and mouth with unwashed hands.</p> <p>Avoid close contact with people who are sick</p> <p>Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.</p> <p>Throw used tissues in the trash.</p> <p>Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.</p> <p>Clean AND disinfect frequently touched surfaces daily.</p>

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Active duty and NOT enrolled to 501 CSW Clinic

<p>Feeling unwell</p>	<p>Stay in your home and call your GP or out-of-hours resources. You may to be advised to self-isolate, if so notify your chain of command. Once normal operating hours have resumed, contact Public Health at your designated or nearest MTF.</p>
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<p>Feeling well and have been exposed to someone confirmed to have COVID-19</p>	<p>Stay in your home and follow quarantine measures. Contact your chain of command. Also contact Public Health at your designated MTF. Monitor for symptoms and if you begin to feel unwell, follow self-isolation guidelines and contact your GP or out-of-hours resources. Contact Public Health with any change in your status.</p>
<p>Feeling well and have been exposed to someone suspected to have COVID-19</p>	<p>This includes having members of the same household who are in quarantine after travel or exposure to a confirmed case of COVID-19. This also includes having members in the same household that are self-isolating and have NOT been confirmed to have COVID-19. Other than precautions if a household member is in quarantine or self-isolation, no special measures are needed unless you begin to feel unwell.</p>
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Dependent of Active Duty and enrolled to 501 CSW Clinic

Feeling unwell	Stay in your home and call your MTF appointment line . If out-of-hours, call the MHS Nurse Advice Line . You may be advised to self-isolate , if so have your spouse notify their chain of command. Once normal operating hours have resumed, contact the MTF appointment line .
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Civilian employee and enrolled to 501 CSW Clinic

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Civilian employee and NOT enrolled to 501 CSW Clinic

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What do I need to do to respond and protect myself and others from COVID-19?
Basic hygiene and infection precautions for everyone

- No handshaking or high fives
- Always carry tissues with you and use them to catch your cough or sneeze. Then throw the tissue away and wash your hands, or use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap & water are not available.
- Wash your hands more often than usual, for 20 seconds each time with soap and water or hand sanitizer, especially when you:
 - get home or into work
 - blow your nose, sneeze or cough
 - eat or handle food
- Avoid touching your eyes, nose and mouth with unwashed hands
- Avoid close contact with people who are unwell
- If you feel unwell, stay at home, do not attend work or school and call your medical resources.
- Clean and disinfect common areas, frequently touched objects and surfaces in the home and work environment.

QUARANTINE

- ***Who should quarantine?***

Individuals who feeling well and have had close contact with a confirmed case of COVID-19 **OR** individuals who are feeling well and have traveled to a high risk area of the world.

- ***Why should I quarantine?***

Being in close contact with a confirmed case or in an area of widespread transmission increases the risk for infection. The time that it may take for an infection to start and for you to show symptoms is up to 14 days.

- ***When should I quarantine?***

As soon as you return from an area of high risk, or as soon as you're notified that you have been in close contact with a confirmed case, or if a health or public health official advises you to do so.

- ***How should I quarantine?***

You should remain in your home as much as possible. Do not go to work or school. Avoid places where you can come in contact with others. Do not use public transportation or travel. Limit contact with others as much as possible. At minimum, keep a 6ft/2m distance between you and others you live with where possible. Avoid sharing household items like towels, bedding, dishes, or eating utensils. Use [basic hygiene and infection precaution measures](#). [Keep the common areas of the home clean by using disinfectants to clean](#).

Monitor for symptoms, check your temperature twice daily. If you start to have symptoms or a fever (>100.4F/38C) you should then follow self-isolation guidance. If you have symptoms, notify your designated or nearest Public Health team.

SELF-ISOLATION

- ***Who should self-isolated?***

Individuals who are having symptoms of a new persistent cough or fever (temperature >100.4F/38C).

- ***Why should I self-isolate?***

While you may be sick with something else other than coronavirus, we need to take precautions. We need to decrease the risk of getting others sick, especially older people or people with high risk health problems.

- ***When should I self-isolate?***

As soon as you have symptoms of new a persistent cough OR fever (temperature >100.4F/38C) and for at least 7 days. You may end self-isolation 8 days after your symptoms started AND if you have been without a fever (without the help of medication) for 48 hours.

- ***How should I self-isolate?***

[Visit Public Health England's website for more information on how to self-isolate at home.](#)

[Visit the CDC's website for more information on how to clean & disinfect your home.](#)

SELF-ISOLATION WHEN LIVING WITH OTHERS

Wash your hands frequently

Wash your hands often and thoroughly with soap and water for at least 20 seconds, especially if you come in contact with the patient or with items handled by the patient.

Limit contact with the patient as much as possible

Where possible, avoid touching them and their immediate environment.

Ensure that shared spaces (kitchen, bathroom) are well ventilated

Keep windows opened as regularly as possible.

Wear a facemask if advised to*

If you have been provided with facemasks and advised to use them, then you should wear the mask when you are in the same room as the patient. Masks should not be touched or handled during use. If the mask gets wet or dirty with secretions such as saliva, it must be changed immediately. Discard the mask into the household waste/rubbish bin after use and perform hand hygiene after removal of the mask.

Do not invite visitors into the home

Only those who live in your home should be allowed to stay. Do not invite or allow visitors (such as friends and extended family) to enter. If it is urgent to speak to someone who is not a member of your house, do this over the phone.

Ensure that individuals at increased risk of severe disease avoid contact with the patient

Anyone who is at increased risk of severe disease should not care for the patient or come into close contact with them. This includes household members who have a chronic illness or who may have a weakened immune system due to treatment or medication, the very young (infants <1 year), those over 65 years and pregnant women. If contact cannot be avoided by those with an increased risk of severe disease, alternative accommodation should be considered.

Avoid sharing household items

You should not share dishes, drinking glasses, cups, eating utensils, towels, bedding, or other items with an ill person until they have been cleaned thoroughly.

Toileting and bathing

If possible, the person undergoing testing for novel coronavirus should have their own dedicated toilet and bathroom.

If a separate bathroom is not available, consideration should be given to drawing up a bathroom schedule for washing or bathing, with the isolated person using the facilities last, before thoroughly cleaning the bathroom themselves.

Household cleaning

Clean all surfaces, paying particular attention to frequently touched surfaces such as counters, table-tops, doorknobs, bathroom fixtures, toilets and toilet handles, bedside tables, phones, keyboards and tablets, every day with household cleaning products.

Follow the instructions on the label and check they can be used on the surface being cleaned. Use kitchen towel to remove any blood, visible body fluids and/or secretions such as saliva before cleaning surfaces.

If you do not have a suitable household cleaning product, you can use a bleach solution to clean surfaces. To make a bleach solution at home, add one tablespoon of household bleach to one liter of water to be used for cleaning.

If you have them, wear disposable gloves and ideally a plastic apron when cleaning surfaces, clothing or bedding. Wash your hands after removing gloves and aprons.

[Visit Public Health England's website for more information on how to self-isolate at home.](#)

[Visit the CDC's website for more information on how to clean & disinfect your home.](#)

WORKPLACE CLEANING & DISINFECTION

Cleaning refers to the removal of germs, dirt, and impurities from surfaces. Cleaning does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

Disinfecting refers to using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

Clean and disinfect high-touch surfaces daily in common areas (e.g. tables, hard-backed chairs, doorknobs, light switches, remotes, handles, desks, toilets, sinks). If surfaces are dirty, clean them: Use detergent or soap and water prior to disinfection.

Cleaning & disinfection after a person suspected/confirmed to have COVID-19 have been in the facility:

It is recommended to **close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection** to minimize potential for exposure to respiratory droplets. **Open outside doors and windows to increase air circulation in the area.** If possible, wait up to 24 hours before beginning cleaning and disinfection.

Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.

For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective.

Diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.

Prepare a bleach solution by mixing:

- 5 tablespoons (1/3rd cup) bleach per gallon of water
- or
- 4 teaspoons bleach per quart of water

Products with EPA-approved emerging viral pathogens claims are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).

For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:

If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely.

Otherwise, use products with the EPA-approved emerging viral pathogens claims that are suitable for porous surfaces

Cleaning staff should wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.

- Gloves and gowns should be compatible with the disinfectant products being used.
- Additional PPE might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
- Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area. Be sure to **clean hands** after removing gloves.

Cleaning staff should immediately report breaches in PPE (e.g., tear in gloves) or any potential exposures to their supervisor.

Cleaning staff and others should clean hands often, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains 60%-95% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.

For more detailed information [visit the CDC's website.](#)

Contact Information

RAF Croughton/Fairford/Welford/Blenheim Crescent

422d Public Health

DSN 236-8024 / COMM 01280 708024

DSN 236-8785 / COMM 01280 708785

422d Appointment Line

DSN 236-8737 / COMM 01280 708737

RAF Alconbury/Molesworth/Stavanger

423d Public Health

DSN 268-4000 / COMM 01480 844000

423d Appointment Line

DSN 268-2273 / COMM 01480 842273

Out-of-hours resources

www.MHSNurseAdviceLine.com

0800-028-3263 (UK MHS Nurse Advice Line)

UK 111

00-800-4759-2330 (Norway MHS Nurse Advice Line)

Norway 116 117