

Guidance for NYP Healthcare Personnel (HCP) with COVID-19 or with Respiratory Illness Suspected to be COVID-19

April 3, 2020

If you are presumed to have COVID-19 based on your clinical presentation or have confirmed COVID-19, it is best that you stay home and take care of yourself until you feel better.

Your health and well-being, as well as the health of others with whom you may live with, are very important to us. Please read this carefully — it describes the things that you can do to take care of yourself and others in your household, how to monitor your health, and the current criteria that we use for you to safely return to work.

HOME ISOLATION

Stay home except if you need urgent medical care.

Separate yourself from other people and pets in your home by doing the following:

- If available, stay in a separate bedroom and use a separate bathroom.
- If you do not have a separate bedroom, do not share your bed, if possible.
- If you do not have a separate bathroom, clean the bathroom after each use with a disinfectant with bleach, including the toilet, sink handles, and door knob.
- Ask others to prepare your meals.
- Ask others to care for your pets.
- Wear a surgical facemask when around other people or pets.
- Do not go to work, school, or public areas, such as stores or movie theaters, or social gatherings.
- Do not use public transportation.
- Postpone all non-urgent healthcare until you are well.
- If you must seek care, call ahead and tell them that you could have COVID-19.
 - Put on a facemask before you enter the facility to protect others.
- Cover your mouth and nose with a tissue when you cough or sneeze. If a tissue is not available, cough or sneeze into your upper sleeve (not your hands).
- Immediately throw tissues away in trashcan that has a bag in it. Empty your trash daily.
- Always clean your hands after you throw away the tissue or garbage.

IF YOU WANT TO HAVE A VIRTUAL VISIT (TELEHEALTH)

- **If you have clinical questions or concerns, you can contact your physician or NYP OnDemand Urgent Care - nypondemandvisits.org - for a virtual visit with a provider from Columbia or Weill Cornell Medicine. NYP OnDemand services are available to you and your family members for a \$0 copay ([click here](#) for more information).**

OTHER THINGS TO DO TO TAKE CARE OF YOURSELF AND TO PROTECT OTHERS

CLEAN HANDS OFTEN

- Wash your hands often with soap and water for 20 seconds (sing “Happy Birthday” to yourself while washing hands).
- You can also use hand sanitizer containing alcohol. If using hand sanitizer with alcohol, cover all surfaces of your hands and rub hands together until they feel dry.
- Use soap and water if your hands look dirty.
- Avoid touching your eyes, nose, and mouth. Clean your hands if you do touch your face.
- Ask others in your household to clean their hands often.
- Ask others in your household to avoid touching their eyes, nose, and mouth.

DO NOT SHARE HOUSEHOLD ITEMS

- Do not share cups, plates, or eating utensils with other people or pets.
- After you use these items, wash them thoroughly with soap and water.
- Do not share towels, bedding, or clothes with other people or pets.
- Place your laundry in a washable bag. Do not use a communal laundry area until you are well.
- If you have your own washing machine, read and follow directions on laundry and detergent labels. Use normal laundry detergent according to washing machine instructions and dry thoroughly using the warmest temperatures recommended on the clothing label.

CLEAN “OFTEN TOUCHED SURFACES”

- Each day, clean “often touched surfaces” such as counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables with a **household cleaner with bleach** according to the label instructions.
- Immediately clean any surfaces that have blood, stool, or body fluids on them.

SELF-CARE

- **Rest as much as possible.** Slowly start to do more each day.
- **Take the medicines** recommended by your doctor for fever, body aches, cough, or headaches.
- **Drink liquids** to help thin and loosen mucus so it is easier to cough up. Liquids such as water, fruit juice, and broth also help keep you hydrated.
- **Soothe a sore throat** by gargling with warm salt water. Make salt water by dissolving ¼ teaspoon salt in 1 cup warm water (8 ounces). Adults can also use throat lozenges, ice chips, or sore throat spray.
- **Use a humidifier or vaporizer** to increase air moisture in your home. This may make it easier to breathe and help decrease coughing.
- **Use saline nasal drops as directed** to relieve congestion.
- **Apply petroleum-based jelly around the outside of nostrils** to decrease irritation from blowing your nose.
- **DO NOT smoke or vape.** Nicotine and other chemicals in cigarettes and cigars can make your symptoms worse.

MONITOR YOUR SYMPTOMS

- Seek medical attention right away if your symptoms get worse, such as if you are having difficulty breathing, shortness of breath, new confusion or inability to arouse, or bluish lips or face.
- If you have a medical emergency, call 911 and notify the EMS personnel that you may have COVID-19. Put on a facemask before emergency medical services arrive.

PLANNING TO END HOME ISOLATION

You need to stay on home isolation until:

1. You have no fever for at least 72 hours (3 full days), without taking medicines that treat fever like Tylenol, ibuprofen, or aspirin.
2. Your other symptoms, such as cough, have significantly improved.
3. At least 7 days have passed since your symptoms started.
4. You have been cleared to return to work by Workforce Health and Safety (WH&S)

CONTACTING WH&S TO RETURN TO WORK

- Contact WH&S at **646-697-9470** to obtain clearance to return to work.
- Once cleared to return to work, you must wear a surgical facemask while at work when near other HCP or patients.
 - Use the same surgical facemask all shift unless soiled or wet.
 - Eye protection is not needed unless part of PPE for patients on droplet precautions.

FOR MORE INFORMATION:

- Visit the CDC website: www.cdc.gov
- NewYork-Presbyterian website: www.nyp.org.
- Call the NewYork-Presbyterian **WH&S COVID-19 hotline at 646-697-9470**