



FOUNTAIN & WARREN HEALTH DEPARTMENT

PREVENT • PROMOTE • PROTECT

COVID-19 Guidelines for Child Care Facilities

Talking to children CDC Guidelines:

Remain calm and reassuring.

- Remember that children will react to both what you say and how you say it. They will pick up cues from the conversations you have with them and with others.

Make yourself available to listen and to talk.

- Make time to talk. Be sure children know they can come to you when they have questions.

Avoid language that might blame others and lead to stigma.

- Remember that viruses can make anyone sick, regardless of a person's race or ethnicity. Avoid making assumptions about who might have COVID-19.

Pay attention to what children see or hear on television, radio, or online.

- Consider reducing the amount of screen time focused on COVID-19. Too much information on one topic can lead to anxiety.

Provide information that is honest and accurate.

- Give children information that is truthful and appropriate for the age and developmental level of the child.
- Talk to children about how some stories on COVID-19 on the Internet and social media may be based on rumors and inaccurate information.

Teach children everyday actions to reduce the spread of germs.

- Remind children to stay away from people who are coughing or sneezing or sick.
- Remind them to cough or sneeze into a tissue or their elbow, then throw the tissue into the trash.
- Discuss any new actions that may be taken at school to help protect children and school staff. (e.g., increased handwashing, cancellation of events or activities)
- Get children into a handwashing habit.
 - Teach them to wash their hands with soap and water for at least 20 seconds, especially after blowing their nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food.
 - If soap and water are not available, teach them to use hand sanitizer. Hand sanitizer should contain at least 60% alcohol. Supervise young children when they use hand sanitizer to prevent swallowing alcohol, especially in schools and childcare facilities.

PREVENTION

Handwashing

- **Wash your hands often with soap and water for at least 20 seconds**, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. **District restrooms are equipped with soap, which is preferred over hand sanitizers.**
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. **Always wash hands with soap and water, not sanitizer, if hands are visibly dirty.**

Other Precautions

- Avoid close contact with people who are sick; keep six feet away from them.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick. The district sends home any student or staff member who has a fever of 100°F and they may NOT return to school until their temperature is below 100°F for 24 hours without the use of fever-reducing medication (Tylenol, ibuprofen) or with a release from a physician.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.

Facemasks

- Follow the CDC's recommendations for using a facemask:
 - **CDC does NOT recommend that people who are well wear a facemask** to protect themselves from respiratory diseases, including COVID-19.
 - Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. The use of facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).
 - **Wearing a facemask is an indicator that someone might be contagious** since its use is NOT recommended for students or staff who are well. As a precautionary measure, students in masks may be checked for fever.



Before and During an Outbreak

At all times...

1. Encourage your staff or community members to [protect their personal health](#).
2. Post the signs and [symptoms of COVID-19pdf icon](#): fever, cough, shortness of breath.
3. Encourage people to stay home when sick.
4. Clean surfaces that are frequently touched – things such as shared desks, countertops, kitchen areas, electronics, and doorknobs.
5. Limit events and meetings that require close contact.
6. Stay up to date on developments in your community.
7. Create an emergency plan for possible outbreak.
8. Assess if community members are at higher risk and plan accordingly.

During an outbreak in your area

1. Send home or separate anyone who becomes sick.
2. If you identify a case, inform people who might have been exposed.
3. Continue to safely clean and disinfect the person's area.
4. Connect with your local health departments.
5. Cancel large meetings or events.
6. Put your infectious disease outbreak plan into action.

HOW TO TALK TO KIDS ABOUT COVID-19

- 1 STAY OPEN TO QUESTIONS**
There is a new virus a bit like a cold, not many kids are getting it but the Dr's are helping everyone.
- 2 WASH YOUR HANDS**
Sing the Happy Birthday song twice every time you wash your hands, rub them together with soap!
- 3 KIDS ARE STRONG**
Eat healthy foods, sneeze into your elbow, drink lots of water and try not to touch your face!
- 4 IT CAN IMPACT ANYONE**
It doesn't matter where you or your parents come from, be caring to everyone. It's not your job to worry.

What steps should be taken to clean and disinfect against COVID-19?

How to Clean:

As part of standard infection control practices, routine cleaning should be ongoing and time should be allocated for individuals to thoroughly clean. Surfaces touched most frequently should be prioritized. These can become reservoirs for germs and pathways to be transmitted to people through surface contact.

Cleaning removes germs, dirt and impurities from surfaces or objects. Disinfecting kills germs on surfaces or objects.

Cleaning: Always clean surfaces prior to use of disinfectants in order to reduce soil and remove germs. Dirt and other materials on surfaces can reduce the effectiveness of disinfectants. Clean surfaces using water and soap or detergent to reduce soil and remove germs. For combination products that can both clean and disinfect, always follow the instructions on the specific product label to ensure effective use.

Disinfection: Cleaning of soiled areas must be completed prior to disinfection to ensure the effectiveness of the disinfectant product. Individuals do not need to wear respiratory protection while cleaning or disinfecting, but should use personal protective equipment (e.g. gloves) as recommended on product labels. Carefully read and follow all label instructions for safe and effective use.

What to clean with:

Every day household cleaners and disinfectants are recommended such as Lysol, Clorox, Mr. Clean, any generics of these brands, etc. These products are available in sprays, wipes, and liquids. Follow label directions to kill the virus. This includes adequate contact times (i.e., the amount of time a disinfectant should remain on surfaces to be effective). Times can be up to 10 minutes. Disinfectants that come in a wipe form will also list effective contact times on their label.

For cleaners and disinfectants that come in concentrated forms, carefully follow label instructions to ensure effectiveness.

Home cleaning solution 1/4 cup of bleach in 1 quart of water or 1 cup of bleach in 1 gallon of water. (Please use gloves)

Disposal: Place all used gloves and other disposable items in a bag that can be tied closed before disposing of them with other waste. Wash hands with soap and water for at least 20 seconds immediately after removing gloves or use an alcohol-based hand sanitizer if soap and water are not available. Soap and water should be used if hands are visibly soiled.

If a confirmed case of COVID-19 was in your location, perform cleaning and disinfection of frequently touched surfaces throughout the area. Cleaning and disinfection should be conducted by individuals who have been trained to use products in a safe and effective manner. Training should be ongoing to ensure procedures for safe and effective use of all products are followed. Training assures that individuals are reminded to read and follow use and safety instructions on product labels. It should also identify the location of all personal protective equipment (e.g., gloves)

Where to clean:

Restrooms (High Risk Location)

- Clean and disinfect all restroom surfaces, fixtures, door knobs, push plates, and switches

Examples of priority areas for routine cleaning include:

- High contact surfaces that are touched by many different people, such as light switches, handrails and doorknobs/handles.
- Dust- and wet-mopping or auto-scrubbing floors.
- Vacuuming of entryways and high traffic areas.
- Removing trash
- Wiping heat and air conditioner vents
- Spot cleaning walls
- Spot cleaning carpets
- Dusting horizontal surfaces and light fixtures
- Cleaning spills
- Regular cleaning and laundering of linens

Examples of frequently touched surfaces:

- Computers & Accessories
- Desks and chairs
- Counters, tables and chairs
- Door handles and push plates
- Handrails
- Kitchen and bathroom faucets
- Appliance surfaces

First Aid Station/Health Office:

- Clean and disinfect health cots regularly (after each use)
- Cover treatment tables and use pillow protectors
- Discard or launder coverings after each use



FSSA News Release

FOR IMMEDIATE RELEASE

March 15, 2020

FSSA offers additional guidance to Hoosier parents and providers on child care options

INDIANAPOLIS – The Indiana Family and Social Services Administration, today offered additional guidance for parents of school-aged children and child care providers related to the 2019 novel (new) coronavirus or COVID-19:

- Families who need help finding or paying for care can contact Brighter Futures Indiana at 800-299-1627 to speak to a referral specialist.
- Every community has a child care resource and referral agency that can also connect parents with local child care options and provide referrals for support. Families can find their local CCR&R by calling 800-299-1627 or by consulting [this map](https://www.in.gov/fssa/files/Referral_Services_Provider_Map.pdf) (direct link: https://www.in.gov/fssa/files/Referral_Services_Provider_Map.pdf)
- When locating care, it is important that families choose licensed and regulated care for their children. To find out if a provider is licensed or regulated, go to www.ChildCareFinder.in.gov or call 800-299-1627.

Earlier this week, FSSA offered guidance that children who are out of school due to possible contact with a positive case should observe social isolation and be at home, not in a large child care setting. It is also strongly recommended that caregivers for these children during this timeframe NOT be older than age 65 or have a chronic disease or be in an immunosuppressed state. This guidance does not apply to ALL kids whose schools are closing as a precaution.

FSSA also posted a set of frequently asked questions and answers and guidance on several matters related to COVID-19 for child care providers. That document is found [here](#). Today's update provides more specific guidance on what providers should do in light of a local school closure where there has not been a case of COVID-19 identified, as well as in cases where there has been a positive case.

FSSA encourages parents and child care providers to check back frequently for updates as guidance could evolve rapidly at the direction of the Indiana State Department of Health and the U.S. Centers for Disease Control and Prevention. We will post updates to the guidance document and issue news releases as necessary. ISDH is also continuously updating information about COVID-19 [here](#).

Fountain-Warren County Health Department

113 W Sycamore Street, Attica IN 47918 • 765-762-3035 • Fax 765-762-6520 • fwhealth.org

Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person. Patients with COVID-19 have experienced mild to severe respiratory illness, including fever, cough and shortness of breath. The virus that causes COVID-19 is a novel (new) coronavirus. It is not the same as other types of coronaviruses that commonly circulate among people and cause mild illness, like the common cold.

HOW DOES COVID-19 SPREAD?

The virus that causes COVID-19 is thought to spread mainly from person-to-person, between people who are in close contact with one another (within about 6 feet) through respiratory droplets when an infected person coughs or sneezes. It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads.

WHY CLOSE A CHILDCARE PROGRAM?

The decision to temporarily dismiss childcare programs is considered on a case-by-case basis, and in consultation and coordination with program administrators and state and local health officials. If your childcare program is closed, please stay home. It's out of an abundance of caution that we decided to close programs to prevent other children from getting sick in a short amount of time. While children typically experience only mild illness from COVID-19, staying home helps prevent spread to those who are more vulnerable, which includes anyone older than 60, those with underlying health conditions, and those who are immunocompromised. Every year we see some childcare programs close during flu season because of high rates of illness. This allows children to remain apart from the school environment and lets facilities do deeper cleaning and disinfecting so the environment is healthier when children return. It's CRITICAL that people stay home. This is not a vacation for children. If a daycare is closed in connection with exposure to a confirmed COVID-19 case, children should not go out in public places, visiting the movies or taking trips. They should stay home.

WHAT CAN PARENTS DO TO PREVENT SPREAD OF COVID-19?

Parents should take everyday preventive measures to help protect their family from the spread of COVID-19:

- Avoid close contact with people who are sick.
- Encourage respiratory etiquette (e.g., covering coughs and sneezes with a tissue or sleeve).
- Encourage frequent, proper handwashing with soap and water for at least 20 seconds or with hand sanitizer that contains at least 60% alcohol.
- Keep your child at home if sick with any illness. If your child is sick, keep them at home. If their symptoms worsen, contact your healthcare provider.
- Be prepared if your child's school or childcare facility is temporarily dismissed. Talk with your employer about sick leave and telework options in case you need to stay home with your child. Consider planning for alternate childcare arrangements.
- Perform routine environmental cleaning. Routinely clean and disinfect all frequently-touched surfaces (e.g., doorknobs, countertops, work stations) with usual cleaning and disinfection products. Follow all instructions on the product label.

WHAT CAN PROGRAM FACILITATORS DO TO PREVENT SPREAD OF COVID-19?

- Encourage respiratory etiquette (e.g., covering coughs and sneezes with a tissue or sleeve).
- Encourage frequent, proper handwashing with soap and water for at least 20 seconds or with hand sanitizer that contains at least 60% alcohol.
- Send ill students home according to your program's usual policies. Keep ill students away from well children and staff until they are able to leave. Recommend that ill children seek care from a healthcare provider.
- Perform routine environmental cleaning. Routinely clean and disinfect all frequently-touched surfaces (e.g., doorknobs, countertops, work stations) with usual cleaning and disinfection products. Follow all instructions on the product label. Here is a list of EPA-approved registered disinfectant products: www.epa.gov/pesticideregistration/list-n-disinfectants-use-against-sars-cov-2.



- Monitor absenteeism in your program and report suspected outbreaks or large increases in absenteeism to the local health department.

Guidance issued March 12, 2020, by Governor Eric J. Holcomb encourages childcare facilities to institute social distancing and minimize large gatherings. Temporary suspension of operations should be done in consultation with the Indiana Family and Social Services Administration and ISDH in the instance of documented community spread.

WHAT SHOULD A PARENT DO IF THEIR CHILD'S CHILDCARE PROGRAM IS CLOSED?

- Keep track of program closure updates.
- Talk to your childcare program about options for digital and distance learning.
- Keep children at home if your childcare program is dismissed to help slow the spread of COVID-19.
- Seek guidance from your program administrator to determine when children and staff should return to the facility. Childcare program closures will be made on a case-by-case basis based on the most up-to-date information about COVID-19 and the specific situation in your community. Be prepared for closure durations that could last several days.

WHAT SHOULD I DO IF MY CHILD IS ILL?

- If your child is ill, please keep him or her at home, watch for symptoms and contact your healthcare provider if symptoms become worse. Please call the provider in advance so the proper precautions can be taken.

ADDITIONAL INFORMATION

The ISDH call center for healthcare providers and members of the public who have concerns about COVID-19 is now staffed from 8 a.m. to 8 p.m. at 317-233-7125. After-hours calls should be directed to 317-233-1325 and will be answered by an on-call epidemiologist. Additional information and resources for COVID-19 are available below.

- CDC COVID-19 guidance for childcare programs <https://www.cdc.gov/coronavirus/2019ncov/community/schools-childcare/index.html>
- ISDH guidance for home care: https://www.in.gov/isdh/files/IN_COVID-19_Home_Care_2.28.20.pdf
- ISDH COVID-19 webpage: <https://www.in.gov/isdh/28470.htm>
- For additional information, visit <https://www.in.gov/isdh/28470.htm>.



The following instructions are for people who have or are being evaluated for novel coronavirus (COVID-19) and their families and caregivers. If you have or are being evaluated for COVID-19, you should follow the prevention steps below until a healthcare provider, the Indiana State Department of Health (ISDH), or your local health department determines that you can return to your normal activities.

If you are not sure if you have COVID-19, contact your healthcare provider. Your healthcare provider, in consultation with the health department, will determine whether you meet criteria for COVID-19 **testing** and will determine the most appropriate care plan for you.

INFORMATION FOR COVID-19 PATIENTS WHO ARE NOT HOSPITALIZED

1. **Stay home except to get medical care.** Do not go to work, school, or public areas, and do not use public transportation, ride-sharing, or taxis.
2. **Separate yourself from other people and animals in your home.** As much as possible, stay in a specific room away from other people in your home. If possible, use a separate bathroom. If you must be in the same room as other people, wear a facemask to prevent spreading germs to others. Although there have not been reports of pets becoming sick with COVID-19, you should also avoid contact with animals or pets while you are sick.
3. **Call ahead before visiting your doctor** and tell them that you have or may have COVID-19 so they can prepare for your visit and take steps to keep other people from being exposed or infected.
4. **Wear a facemask.** You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) or pets and before you enter a healthcare provider's office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then people who live with you should not stay in the same room with you, or they should wear a facemask if they enter your room.
5. **Cover coughs and sneezes.** To prevent spreading germs to others, when coughing or sneezing cover your mouth and nose with a tissue or your sleeve. Throw used tissues in a lined trash can, and immediately wash hands with soap and water for at least 20 seconds, or use alcohol-based hand sanitizer if soap and water are not available. You should use soap and water if your hands are visibly dirty.
6. **Wash your hands often** and thoroughly with soap and water for at least 20 seconds. Use alcohol-based hand sanitizer if soap and water are not available and if hands are not visibly dirty. Avoid touching your eyes, nose, and mouth with unwashed hands.
7. **Avoid sharing household items.** Do not share dishes, drinking glasses, cups, eating utensils, towels, bedding, or other items with other people or pets in your home. These items should be washed thoroughly after use with soap and warm water.
8. **Monitor your symptoms.** If illness gets worse (e.g., trouble breathing, pain in chest), get medical care right away. **Before** you visit a clinic or hospital, call your healthcare provider and tell them that you have, or might have, COVID-19. This will help your provider take steps to keep other people from getting infected. If you have a medical emergency and need to call 911, notify the dispatch personnel that you have, or are being evaluated for, COVID-19. If possible, put on a facemask before emergency medical services arrive.

These recommendations should be followed until your healthcare provider and/or the health department confirm that you do not have COVID-19 or determine that you are no longer contagious.



INFORMATION FOR CAREGIVERS AND HOUSEHOLD MEMBERS OF COVID-19 PATIENTS

- 1. Limit visitors to only people caring for the patient.** As much as possible, anyone who is not caring for the patient should stay in another home or stay in other rooms. They should also use a separate bedroom and bathroom, if possible. Keep elderly people and those who have weak immune systems or chronic health conditions away from the person.
- 2. Make sure that shared spaces in the home have good air flow.** Open windows or use an air conditioner, if possible.
- 3. Wash your hands often** with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer that contains 60% to 95% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. You should use soap and water if your hands are visibly dirty.
- 4. Avoid touching your eyes, nose, and mouth with unwashed hands.**
- 5. Wear a disposable facemask** when in the same room as the patient.
- 6. Wear a disposable facemask and gloves** when you touch or have contact with the patient's blood, body fluids and/or secretions, such as saliva, sputum, nasal mucus, vomit, urine, or diarrhea. Throw these away after use and do not reuse. When removing, first remove and dispose of gloves, then immediately clean your hands with soap and water or alcohol-based hand sanitizer. Next, remove and dispose of the facemask, and immediately clean your hands again with soap and water or alcohol-based hand sanitizer.
- 7. Avoid sharing household items.** Do not share dishes, drinking glasses, cups, eating utensils, towels, bedding, or other items the patient. Follow the cleaning instructions below.
- 8. Clean all "high-touch" surfaces**, such as counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables, every day using household disinfectants. Also, clean any surfaces that may have blood, body fluids and/or secretions or excretions on them.
- 9. Cleaning Instructions:**
 - Follow the recommendations provided on cleaning product labels, including precautions you should take when applying the product, such as wearing gloves or aprons and making sure you have good ventilation during use of the product.
 - Wash laundry thoroughly. Immediately remove and wash clothes or bedding that have blood, body fluids and/or secretions or excretions on them. Wear disposable gloves while handling soiled items and keep soiled items away from your body. Wash your hands immediately after removing your gloves. Read and follow directions on labels of laundry or clothing items and detergent. In general, wash and dry with the warmest temperatures recommended on the clothing label.
 - Place all used disposable gloves, gowns, facemasks, and other contaminated items in a lined container before disposing of them with other household waste. Wash your hands immediately after handling these items.
- 10. Monitor the patient's symptoms.** If they are getting sicker (e.g., trouble breathing, pain in chest), call their medical provider and tell the medical staff that the person has, or is being evaluated for, COVID-19. This will help the healthcare provider's office take steps to keep other people from getting infected. Ask the healthcare provider to call the local or state health department for additional guidance. If the patient has a medical emergency and you need to call 911, notify the dispatch personnel that the patient has, or is being evaluated for, COVID-19.
- 11. Monitor your own health** for signs and symptoms of COVID-19, including fever, cough, or shortness of breath. Contact your healthcare provider if you develop any of these symptoms. Call your provider **before** going to a hospital or clinic to describe your symptoms and let them know that you are a close contact of someone with COVID-19.