



# 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.

**Fountain-Warren County Health Department**

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## Facemasks

- Follow the CDC's recommendations for using a cloth face covering:
  - CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain.
  - Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
  - The cloth face coverings recommended **are not** surgical masks or N-95 respirators.



## 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 IS COVID-19?

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 THE 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 THE 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 <https://www.epa.gov/pesticide-registration/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.

### IF YOUR CHILD CARE PROGRAM REMAINS OPEN

Child care programs that remain open during the COVID-19 pandemic should address these additional considerations:

- Implement [social distancing strategies](#)
- Intensify [cleaning and disinfection efforts](#)
- Modify [drop-off and pick-up procedures](#)
- Maintain an adequate ratio of staff to children to ensure safety.
  - Plan ahead and recruit those with child care experience to ensure you have a roster of substitute caregivers who can fill in if your staff members are sick or stay home to care for sick family members.
  - *Note:* Some schools, child care programs, and service organizations are supporting their communities by providing temporary or emergency child care services for the children of essential service providers such as first responders, healthcare workers, transit or food retail workers, and/or persons who do not have paid leave, cannot work from home, or do not have a family caregiver at home.
  - If you re-purpose your school or service facility as an emergency or temporary child care center, please follow [CDC guidance for administrators of child care programs and K-12 schools](#). Be sure to follow state

## COVID-19 Guidance for Childcare Programs

and local childcare [licensing policies and regulations](#). Specifically, all facilities should continue to adhere to their state and local licensing policies unless otherwise notified by their local health department. Guidance may also be provided by the department of education and/or department of health in your state, city, or locality.

- Work with your local health officials to determine a set of strategies appropriate for your community's situation. Continue using preparedness strategies and consider the following social distancing strategies:
- If possible, child care classes should include the same group each day, and the same child care providers should remain with the same group each day. If your child care program remains open, consider creating a separate classroom or group for the children of healthcare workers and other first responders. If your program is unable to create a separate classroom, consider serving only the children of health care workers and first responders.
- Cancel or postpone special events such as festivals, holiday events, and special performances.
- Consider whether to alter or halt daily group activities that may promote transmission.
  - Keep each group of children in a separate room.
  - Limit the mixing of children, such as staggering playground times and keeping groups separate for special activities such as art, music and exercising.
  - If possible, at nap time, ensure that children's naptime mats (or cribs) are spaced out as much as possible, ideally 6 feet apart. Consider placing children head to toe in order to further reduce the potential for viral spread.
- Consider staggering arrival and drop off times and/or have child care providers come outside the facility to pick up the children as they arrive. Your plan for curb side drop off and pick up should limit direct contact between parents and staff members and adhere to social distancing recommendation.
- If possible, arrange for administrative staff to telework from their homes.

### CLEAN AND DISINFECT

[Caring for Our Children \(CFOC\)](#) sets national policy for cleaning, sanitizing and disinfection of educational facilities for children. Toys that can be put in the mouth should be cleaned and sanitized (see below). Other hard surfaces, including diaper changing stations, door knobs, and floors can be disinfected.

- Intensify cleaning and disinfection efforts:
  - Facilities should develop a schedule for cleaning and disinfecting. An example can be found [here](#).
  - [Routinely clean, sanitize, and disinfect](#) surfaces and objects that are frequently touched, especially toys and games. This may also include cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, nap pads, toilet training potties, desks, chairs, cubbies, and playground structures. Use the cleaners typically used at your facility. Guidance is available for the selection of appropriate [sanitizers or disinfectants](#) for childcare settings.
  - Use all cleaning products according to the directions on the label. For disinfection, most common EPA-registered, fragrance-free household disinfectants should be effective. A list of products that are EPA-approved for use against the virus that causes COVID-19 is available [here](#). If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection. Follow the manufacturer's instructions for concentration, application method, and contact time for all cleaning and disinfection products.
  - If possible, provide EPA-registered disposable wipes to child care providers and other staff members so that

## COVID-19 Guidance for Childcare Programs

commonly used surfaces such as keyboards, desks, and remote controls can be wiped down before use. If wipes are not available, please refer to CDC's guidance on [disinfection for community settings](#).

- All cleaning materials should be kept secure and out of reach of children.
- Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children from inhaling toxic fumes.

### CLEAN AND SANITIZE TOYS

- Toys that cannot be cleaned and sanitized should not be used.
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretion or excretion should be set aside until they are cleaned by hand by a person wearing gloves. Clean with water and detergent, rinse, sanitize with an EPA-registered disinfectant, and air-dry or clean in a mechanical dishwasher. Be mindful of items more likely to be placed in a child's mouth, like play food, dishes, and utensils.
- Machine washable cloth toys should be used by one individual at a time or should not be used at all. These toys should be [laundered](#) before being used by another child.
- Do not share toys with other groups of infants or toddlers, unless they are washed and sanitized before being moved from one group to the other.
- Set aside toys that need to be cleaned. Place in a dish pan with soapy water or put in a separate container marked for "soiled toys." Keep dish pan and water out of reach from children to prevent risk of drowning. Washing with soapy water is the ideal method for cleaning. Try to have enough toys so that the toys can be rotated through cleanings.
- Children's books, like other paper-based materials such as mail or envelopes, are not considered as a high risk for transmission and do not need additional cleaning or disinfection procedures.

### CLEAN AND DISINFECT BEDDING

Use bedding (sheets, pillows, blankets, sleeping bags) that can be washed. Keep each child's bedding separate, and consider storing in individually labeled bins, cubbies, or bags. Cots and mats should be labeled for each child. Bedding that touches a child's skin should be cleaned weekly or before use by another child.

### PARENT DROP-OFF AND PICK-UP

- Hand hygiene stations should be set up at the entrance of the facility, so that children can clean their hands before they enter. If a sink with soap and water is not available, provide hand sanitizer with at least 60% alcohol next to parent sign-in sheets. If possible, place sign-in stations outside. Keep hand sanitizer out of children's reach and supervise use. Consider staggering arrival and drop off times and/or plan to limit direct contact with parents as much as possible.
  - Have child care providers greet children outside as they arrive.
  - Designate a parent to be the drop off/pick up volunteer to walk all children to their classroom, and at the end of the day, walk all children back to their cars.
  - Infants could be transported in their car seats. Store car seat out of children's reach.
- Ideally, the same parent or designated person should drop off and pick up the child every day. If possible, older people such as grandparents should not pick up their children, because they are more at risk for [serious illness](#).
- Persons who have a fever or other signs of illness should not be admitted to the facility. Encourage parents to be on the alert for signs of illness in their children and to keep them home when they are sick. Screen children upon arrival, if possible:
  - Conduct temperature screening, using the protocol provided below.

- Make a visual inspection of the child for signs of infection, which could include flushed cheeks, fatigue, extreme fussiness, etc.
- Record any symptoms in children's logs or daily health logs
- **The following is a protocol to safely check an individual's temperature:**
- Perform hand hygiene
- Put on a face mask, eye protection (goggles or disposable face shield that fully covers the front and sides of the face), gown/coveralls, and a single pair of disposable gloves
- Check individual's temperature
- **If performing a temperature check on multiple individuals, ensure that a clean pair of gloves is used for each individual and that the thermometer has been thoroughly cleaned in between each check.** If disposable or non-contact thermometers are used and the screener did not have physical contact with an individual, gloves do not need to be changed before the next check. If non-contact thermometers are used, they should be [cleaned routinely as recommended by CDC for infection control](#).
- Remove and discard PPE

### CARING FOR INFANTS AND TODDLERS

- When [diapering](#) a child, [wash your hands](#) and wash the child's hands before you begin, and wear gloves, if possible. Follow safe diaper changing procedures. Procedures should be posted in all diaper changing areas. Steps include:
  - Prepare (includes putting on gloves)
  - Clean child and remove gloves
  - Remove trash (including gloves)
  - Replace diaper
  - Wash child's hands
  - Clean up diapering station
  - Wash hands
    - After diapering, wash your hands (even if you were wearing gloves) and disinfect the diapering area with a fragrance-free bleach that is EPA-registered as a sanitizing or disinfecting solution. If other products are used for sanitizing or disinfecting, they should also be fragrance-free and EPA registered. If the surface is dirty, it should be cleaned with detergent or soap and water prior to disinfection.
    - If reusable cloth diapers are used, they should not be rinsed or cleaned in the facility. The soiled cloth diaper and its contents (without emptying or rinsing) should be placed in a plastic bag or into a plastic-lined, hands-free covered diaper pail to give to parents/guardians or laundry service.
    - Posters with diaper changing procedures are available [here](#).
- It is important to comfort crying, sad, and/or anxious infants and toddlers, and they often need to be held. When washing, feeding, or holding very young children:
  - Child care providers can protect themselves by wearing an over-large button-down, long sleeved shirt and by wearing long hair up off the collar in a ponytail or other updo.
  - Child care providers should wash their hands, neck, and anywhere touched by a child's secretions.
  - Child care providers should change the child's clothes if secretions are on the child's clothes. They should change the button-down shirt, if there are secretions on it, and wash their hands again.
  - Contaminated clothes should be placed in a plastic bag or washed in a washing machine. Infants, toddlers, and their providers should have multiple changes of clothes on hand in the child care center or home-based child care.
- Caregivers should use [Standard and Transmission-Based Precautions](#) when caring for patients with confirmed or possible COVID-19. See: [What Healthcare Personnel Should Know about Caring for Patients with Confirmed or Possible COVID-19 Infection](#).

### HEALTHY HAND HYGIENE AND BEHAVIOR

- All children, staff, and volunteers should engage in hand hygiene at the following times:
  - Arrival to the facility and after breaks
  - Before and after preparing food or drinks
  - Before and after eating or handling food, or feeding children
  - Before and after administering medication or medical ointment
  - After diapering
  - After using the toilet or helping a child use the bathroom
  - After coming in contact with bodily fluid
  - After handling animals or cleaning up animal waste
  - After playing outdoors or in sand
  - After handling garbage
- Wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.
- Supervise children when they use hand sanitizer to prevent ingestion.
- Assist children with handwashing, including infants who cannot wash hands alone.
  - After assisting children with handwashing, staff should also wash their hands.
- Place posters describing handwashing steps near sinks. Developmentally appropriate [posters](#) in multiple languages are available from CDC.

### FOOD PREPARATION AND MEAL SERVICES

- If a cafeteria or group dining room is typically used, serve meals in classrooms instead. If meals are typically served family-style, plate each child's meal to serve it so that multiple children are not using the same serving utensils.
- Food preparation should not be done by the same staff who diaper children.
- Sinks used for food preparation should not be used for any other purposes.
- Caregivers should ensure children wash hands prior to eating.
- Caregivers should wash their hands before preparing food and after helping children to eat.
- Facilities should follow all other local regulations and [guidance](#) related to safe preparation of food.

### VULNERABLE/HIGH-RISK GROUPS

Children and adults with serious underlying medical conditions, as well as older adults, are believed to be at higher risk for more serious complications from COVID-19. To protect those at [higher risk](#), it's important that everyone practices [healthy hygiene behaviors](#).

- If you have staff members or teachers age 65 or older, or with underlying medical conditions, encourage them to talk to their medical provider to assess their risk and to determine if they should stay home.
- Information about [COVID-19 in children](#) is somewhat limited, but the information that is available suggests that children have mild symptoms. However, a small percentage of children have been reported to have more severe illness. If you have children with underlying health conditions, talk to their parents about their risk.
- If you have children with disabilities, talk to their parents about how their children can continue to receive the support they need.

### 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

General questions from the public or healthcare provider inquiries about COVID-19 may be directed to the ISDH COVID-19 Call Center at the toll-free number 877-826-0011 (available 8 a.m. to midnight).

Additional information and resources for COVID-19 are available below.

- CDC COVID-19 guidance for childcare programs <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html>
- ISDH COVID-19 webpage: <https://coronavirus.in.gov>

## 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](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](http://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**

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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.** Most people with COVID-19 have mild illness and can recover at home without 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. **Take care of yourself.** Get rest and stay hydrated. Take over-the-counter medications such as acetaminophen, to help you feel better.
4. **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.
5. **Wear a facemask.** You should wear a cloth face covering 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. **NOTE:** During the COVID-19 pandemic, medical grade facemasks are reserved for healthcare workers and some first responders. You may need to make a cloth face covering using a scarf or bandana.
6. **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.
7. **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.
8. **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.



### 9. Clean all “high-touch” surfaces every day.

- **Clean and disinfect** high-touch surfaces in your “sick room” and bathroom. Let someone else clean and disinfect surfaces in common areas, but you should clean your bedroom and bathroom, if possible.
- **If a caregiver or other person needs to clean and disinfect** a sick person’s bedroom or bathroom, they should do so on an as-needed basis. The caregiver/other person should wear a mask and wait as long as possible after the person who is sick has used the bathroom before coming in to clean and use the bathroom.

*High-touch surfaces include phones, remote controls, counters, tabletops, doorknobs, bathroom fixtures, toilets, keyboards, tablets and bedside tables.*

- **Clean and disinfect areas that may have blood, stool or body fluids on them.**
- **Use household cleaners and disinfectants.** Clean the area or item with soap and water or another detergent if it is dirty. Then, use a household disinfectant.
  - Be sure to follow the instructions on the label to ensure safe and effective use of the product. Many products recommend keeping the surface wet for several minutes to ensure germs are killed. Many also recommend precautions such as wearing gloves and making sure you have good ventilation during use of the product

10. **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.

### 11. How to discontinue home isolation.

- **People with COVID-19 who have stayed home (home isolated)** can leave home under the following conditions\*\*:
  - **If you have not had a test** to determine if you are still contagious, you can leave home after these three things have happened:
    - You have had no fever for at least 72 hours (that is three full days of no fever **without** the use of medicine that reduces fevers)
    - AND**
    - other symptoms have improved (for example, when your cough or shortness of breath have improved)
    - AND**
    - at least 10 days have passed since your symptoms first appeared
  - **If you have had a test** to determine if you are still contagious, you can leave home after these three things have happened:



## Home Care Instructions for Novel Coronavirus (COVID-19)

- You no longer have a fever (**without** the use of medicine that reduces fevers)  
**AND**
- other symptoms have improved (for example, when your cough or shortness of breath have improved)  
**AND**
- you received two negative tests in a row, at least 24 hours apart. Your doctor will follow CDC guidelines.

**People who DID NOT have COVID-19 symptoms, but tested positive and have stayed home (home isolated) can leave home under the following conditions\*\*:**

- **If you have not had a test** to determine if you are still contagious, you can leave home after these two things have happened:
  - At least 10 days have passed since the date of your first positive test  
**AND**
  - You continue to have no symptoms (no cough or shortness of breath) since the test.
- **If you have had a test** to determine if you are still contagious, you can leave home after:
  - You received two negative tests in a row, at least 24 hours apart. Your doctor will follow CDC guidelines.

Note: if you develop symptoms, follow guidance above for people with COVID19 symptoms.

\*\*In all cases, **follow the guidance of your doctor and local health department**. The decision to stop home isolation should be made in consultation with your healthcare provider and state and local health departments. Some people, for example those with conditions that weaken their immune system, might continue to shed virus even after they recover.

### 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.

### ADDITIONAL INFORMATION

Questions about COVID-19 may be directed to the ISDH COVID-19 Call Center at the toll-free number 877-826-0011 (available 8 a.m. to midnight).