

---

## Shelter and Homeless Health Care Planning for a Possible COVID-19 Outbreak in Alameda County:

**Keep up to date with emerging recommendations and situations by maintaining daily contact with the [Alameda County Public Health Department](#) and the [Alameda County Health Care for the Homeless](#) program, and other sources of credible information.**

**Promote the daily practice of *everyday preventive actions* at all times.** Use health messages and materials developed by credible public health sources, such as your Alameda County Health department, Berkeley Health Department, California Department of Public Health, or the Centers for Disease Control and Prevention (CDC).

**Provide respiratory illness prevention supplies in your organization.** Have supplies on hand for workers and those you serve, such as soap, water and hand towels, disposable face masks, N95 respirators, hand sanitizer with at least 60% alcohol, tissues, and trash baskets.

**Plan ways to increase the space between people or limit face-to-face contact between people at your organization.** Reduce the instances of large gatherings of people together --try to carry out activities in smaller, more separated settings. Space people farther apart, limit and postponing non-essential group gatherings and travel

**Plan ways to continue essential services if on-site operations are reduced.** Can some essential client services be provided through phone or web-based communications?

### **Perform routine environmental cleaning:**

- Routinely clean all frequently touched surfaces, such as workstations, countertops, and doorknobs. Use the cleaning agents that are usually used in these areas and follow the directions on the label.
- No additional disinfection beyond routine cleaning is recommended at this time.
- Provide disposable wipes so that commonly used surfaces (for example, doorknobs, keyboards, remote controls, desks) can be wiped down before each use.

### **Actively encourage sick employees and those you serve to stay home:**

- Set up authorities, triggers, and procedures for activating and terminating infectious disease outbreak response plan, altering operations, and transferring knowledge to key staff. Alameda County health officials will provide recommendations to identify these triggers.
  - *For example:* People who have symptoms of acute respiratory illness are recommended to stay home until they are free of fever (100.4°F) for at least 24 hours.

- Ensure that your sick leave policies are flexible and consistent with public health guidance and that employees are aware of these policies.
- Talk with companies that provide your organization with contract or temporary employees about the importance of sick employees staying home and encourage them to develop non-punitive leave policies.
- Employers should maintain flexible policies that permit employees to stay home to care for a sick family member. Employers should be aware that more employees may need to stay at home to care for sick children or other sick family members than is usual.

**Update your emergency communication plan for distributing timely and accurate information.**

Identify everyone in your chain of communication (for example, workers and key community partners and stakeholders) and establish systems for sharing information with them. Maintain up-to-date contact information for everyone in the communication chain. Identify platforms, such as a hotline, automated text messaging, or a website to help disseminate information to those inside and outside your organization.

**Identify and address potential language, cultural, and disability barriers associated with communicating information to workers and those you serve.**

**Fight stigma and fear by supporting people who are coming back to work or the community after completing their quarantine or isolation period for COVID-19 exposure or illness.**

- Someone who has completed their quarantine or met the requirements to discontinue infection control measures does not pose a risk of spreading COVID-19.
- People who have not been in contact with a person who is a confirmed or suspected case are not at greater risk of acquiring and spreading this new virus than others.
- People who returned more than 14 days ago from areas where COVID-19 is active and do not have symptoms of coronavirus do not put others at risk.

**For More Information**

- Alameda County Health Care for the Homeless Program [www.achch.org/coronavirus](http://www.achch.org/coronavirus)  
510-891-8950
- Alameda County Public Health Department: <http://www.acphd.org/2019-ncov/resources.aspx>
- City of Berkeley Public Health Department: State of California Department of Public Health: <https://www.cityofberkeley.info/coronavirus/>
- <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/ncov2019.aspx>
- US Center for Disease Control CDC: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
- World Health Organization: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019>