



COUGH AND SNEEZE ETIQUETTE

**USE YOUR
ELBOW**
TO COVER WHEN
YOU COUGH OR
SNEEZE

SNEEZE
ON A TISSUE (AND
THEN WASH YOUR
HANDS)

Coughing and sneezing can release respiratory droplets that carry viruses and bacteria. Research indicates that a single sneeze can release thousands of droplets, some traveling over 6 feet.

WASH YOUR HANDS



**KEEP OUR WORKPLACE SAFE
AND CLEAN!**

Handwashing with soap and water is one of the best ways to get rid of germs and protect yourself and those around you from getting sick. Remember the five steps! Wet – Lather – Scrub (for at least 20 seconds) – Rinse – Dry.

IF YOU'RE SICK, STAY HOME.



Research shows that taking sick leave can significantly reduce recovery time. A study published in the American Journal of Public Health found that working while ill can prolong illnesses and lead to more severe symptoms.

BE A TEAM PLAYER

The Centers for Disease Control and Prevention (CDC) estimates that presenteeism (working while sick) can lead to the spread of infectious diseases in the workplace

CHECK WITH HUMAN RESOURCES

To learn more about our sick leave policy and what you should do if you're sick.

WASH YOUR HANDS!

Properly wash your hands for at least 20 seconds to prevent the spread of illnesses in the workplace.

Wash your hands before eating, after using the bathroom, and after coughing or sneezing.



Wet hands



Apply soap



Palm to Palm



Dry Hands



Base of Thumbs



Fingernails



Rinse Hands

**NN
PH**

