

AdventHealth Center Ice Coronavirus (COVID-19) Company Policy

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What is Coronavirus (COVID-19)?

Know about COVID-19

According to the Centers for Disease Control and Prevention (CDC), COVID-19 is an illness caused by a virus spread from person to person. The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.

Know How COVID-19 is Spread

According to the CDC, you can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person. You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks. You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.

Know the Symptoms of COVID-19

According to the CDC, people with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2 -14 days after exposure to the virus. People with the following symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list is not exhaustive and does not include all possible symptoms. The CDC will continue to update this list as they learn more about COVID-19.

When Should I Seek Emergency Care if I Have COVID-19?

Look for emergency warning signs for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately.

- Trouble Breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not exhaustive and does not include all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

Policy Brief & Purpose

This company policy includes the measures we are actively taking to mitigate the spread of coronavirus (COVID-19). You are kindly requested to follow these rules diligently, to sustain a healthy and safe environment in which to work and play. It's important that we all respond reasonably and transparently to these health precautions. We assure you that we have your health and safety as our number one priority.

It is our goal to meet or exceed every guideline and standard set forth by the Federal, State, and Local Governments. We appreciate their hard work and dedication in providing us with those guidelines and intend to always make them a part of our minimum standards.

Please note that this Coronavirus (COVID-19) Company Policy is susceptible to changes with the introduction of additional guidelines from Federal, State, and Local Governments. In the event of any changes or additions, this document will be updated and republished.

Scope of Company Policy

The policies and procedures set within this Coronavirus (COVID-19) Company Policy apply to all our employees as well as all our customers. We strongly recommend, of course, that it is used in the personal lives of both as well.

We encourage you to thoroughly read and understand this policy and action plan in its entirety, to ensure we collectively and uniformly respond to this challenge.

Policy Elements

The following sections are broken down into General Policies, Employee-specific Policies, Cleaning Policies, and Customer-specific Policies. We encourage you to read and understand them all; but, please be sure to pay careful attention to the policies for the group into which you fit most closely.

General Policies

The following are required of everyone who enters the facility:

- Wearing a face mask or face-covering is mandatory for anyone not on the ice.
- Those on the ice must maintain reasonable social distancing.
- We are limiting capacity in the building and on the ice
- Correct hygiene and frequent handwashing.
- Stay home if you are sick.

Employee-Specific

While we rely on our employees to help keep our customers safe, it is important you know that you are not forgotten. All the safety protocols you enforce upon our guests are not only important to keep them healthy and safe, but you as well.

As it relates to work, all employees will adhere to the following:

- Do not come to work if you are feeling ill. If you have cold symptoms, such as cough/sneezing/fever, or feel poorly, request sick leave.
- If you have a positive COVID-19 diagnosis, you can return to work only after you have fully recovered and have a negative test result accompanied with a doctor's note confirming recovery.
- All employees will wear a mask or face-covering while inside the facility
 - Exceptions will be made for those employees on the ice (for the time they are on the ice only – though a mask is still recommended).
- Wash hands frequently using soap, or use hand sanitizer when a sink is not available, at least once every hour; after using the restroom, sneezing, blowing your nose, coughing, cleaning, etc; and before beginning your shift (at minimum).
- All employees will have a temperature screening prior to starting any shift. Any employee with a result over 100.4* will be denied entry and advised to seek medical attention.
- Any work trips/events are cancelled/postponed until further notice.
- In-person meetings should be conducted virtually where possible, especially with non-company parties.
- If you are exposed to anyone who tests positive for COVID-19 or voluntarily travel to an area that is considered 'high-risk' we ask you to please self-quarantine at home for 14 days from the date of exposure and work from home if possible.
- If you need to care for someone who is infected with COVID-19, please make arrangements with HR and we will be sure to work with you in accordance with the Government regulations and CARES Act related to the situation.
- While these are required at work, they are good practices that can help keep you and yours safe during your off-hours. Consider adopting these and other safety protocols into your personal lives.

Cleaning

Maintaining a clean environment is paramount to the mitigation of the spread of COVID-19. We have always been proud of our ability to keep a tidy facility and a safe environment for our employees and customers. Today, the necessity and demand for cleanliness and sanitization is more than ever – and our effort and action is there to match that demand. Some things AdventHealth Center Ice is doing to keep our facility as clean and sanitary as possible:

- Using products and protocols that meet or exceed EPA guidelines for effective use against viruses, bacteria, and other pathogens.
- All public spaces and high-touch areas are being cleaned and sanitized frequently. Areas to include, but not limited to, skate rental counter, rental skates, front desk, doors/handles, restrooms, locker rooms, benches, etc.
- Locker rooms are being cleaned before and after use. Access to showers is temporarily restricted.
- Common equipment shared between employees is being cleaned between individuals' use. This includes, ice resurfacers, phones, cleaning equipment, computers, radios, etc.

Customer-Specific

The safety of our employees and customers is our number one priority. Please take careful note of the policies and procedures we have instituted – they are for everyone's benefit. Please do your part in securing the safety of yourself and all other patrons of the rink.

As it relates to their presence in the rink, all customers will adhere to the following:

- Do not come to the rink if you are feeling ill. If you have cold symptoms, such as cough/sneezing/fever, or feel poorly, stay home.
- Limit the amount of people accompanying the program participant.
- Wear a face mask or face-covering while inside the facility
 - Exceptions will be made for those customers on the ice (for the time they are on the ice only).
- Do not congregate in groups – practice social distancing.
- Wash your hands or use hand sanitizer frequently during your visit.
- NO spitting on the ice or elsewhere in the facility.
- We encourage you to arrive dressed for your activity – locker room space and time will be limited.
- Programs may have specific rules in addition to those listed above. Check with your program coordinator prior to arriving at the facility.

General Hygiene

Good personal hygiene is an important, proactive step that can help to reduce your personal risk of contracting COVID-19.

DON'T touch your eyes, nose, or mouth with unwashed hands.

DON'T prepare or eat food and drinks with unwashed hands.

DON'T touch a contaminated surface or object.

DON'T blow your nose, cough, or sneeze into hands and touch other people or common objects.

DO wash your hands often, especially during these key times when you are likely to get and spread germs:

- Before touching your eyes, nose, or mouth – that's how germs enter our bodies.
- Before, during, and after preparing food.
- Before eating.
- Before and after caring for an ill individual.
- Before and after treating a cut or wound.
- After using the restroom.
- After blowing your nose, coughing, or sneezing.
- After you have been in a public place and touched an item or surface that may be frequently touched by other people, such as door handles, tables, gas pumps, shopping carts, PIN pads, etc.

Follow these 5 steps to washing your hands the right way:

- Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
- Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
- Scrub your hands for at least 20 seconds.
- Rinse your hands well under clean, running water.
- Dry hands using a clean towel or air-dry them.

Use hand sanitizer when you cannot use soap and water. Follow these steps to ensure you are using hand sanitizer properly:

- Apply the gel product to the palm of one hand (read the label to learn the correct amount).
- Rub your hands together.
- Rub the gel over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.
- *NOTE* Hand sanitizers do not get rid of all types of germs and may not be as effective when hands are visibly dirty. Hand sanitizers may not remove harmful chemicals from hands like pesticides and heavy metals.

Resources

Coronavirus Disease (COVID-19) Advice for the Public
World Health Organization (WHO)

URL: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public>

Coronavirus (COVID-19) Homepage
Centers for Disease Control and Prevention (CDC)

URL: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

What You Should Know About COVID-19 to Protect Yourself and Others
Centers for Disease Control and Prevention (CDC)

URL: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/2019-ncov-factsheet.pdf>

How to Protect Yourself and Others
Centers for Disease Control and Prevention (CDC)

URL: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

What to do if You are Sick
Centers for Disease Control and Prevention (CDC)

URL: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

When and How to Wash Your Hands
Centers for Disease Control and Prevention (CDC)

URL: <https://www.cdc.gov/handwashing/when-how-handwashing.html>

There are many more sources for information available. Please do your own research from credible sources to find out how best to protect you and your family. Please remember to respect our rules, policies, and procedures when you visit us next. We are eager to get through this difficult time together and remain healthy and happy through it all! We thank you in advance for your cooperation and participation. See you out on the ice!