

# Stopping the Spread of Germs at Work

## HOW GERMS SPREAD

Illnesses like *the flu (influenza)* and *colds* are caused by viruses that infect the nose, throat, and lungs. The flu and colds usually spread from person to person when an infected person coughs or sneezes.



## HOW TO HELP STOP THE SPREAD OF GERMS.

Take care to:

- Cover your mouth and nose when you sneeze or cough.
- Clean your hands often.
- Avoid touching your eyes, nose, or mouth.
- Stay home when you are sick and check with a health care provider when needed.
- Practice other good health habits.

## COVER YOUR MOUTH AND NOSE WHEN YOU SNEEZE OR COUGH.

Cough or sneeze into a tissue and then throw it away. Cover your cough or sneeze if you do not have a tissue. Then clean your hands, and do so every time you cough or sneeze.

## CLEAN YOUR HANDS OFTEN.

When available, wash your hands with soap and warm water and then rub your hands vigorously together and scrub all surfaces. Wash for 15 to 20 seconds. It is the soap combined with the scrubbing action that helps dislodge and remove germs. When soap and water are not available, alcohol-based disposable hand wipes

or gel sanitizers may be used. You can find them in most supermarkets and drugstores. If using a gel, rub the gel in your hands until they are dry. The gel doesn't need water to work; the alcohol in the gel kills germs that cause colds and the flu. (Food and Drug Administration, 2001).

## STAY HOME WHEN YOU ARE SICK AND CHECK WITH A HEALTH CARE PROVIDER WHEN NEEDED.

When you are sick or have flu symptoms, stay home, get plenty of rest, and check with a health care provider as needed. Your employer may need a doctor's note for an excused absence. Remember: Keeping your distance from others may protect them from getting sick. Common symptoms of the flu include:

- Fever (usually high)
- Headache
- Extreme tiredness
- Cough
- Sore throat
- Runny or stuffy nose
- Muscle aches
- Nausea, vomiting, and diarrhea (much more common among children than adults)



## REFERENCE:

Food and Drug Administration, Center for Food Safety and Applied Nutrition. (2001, September). *Food safety A-to-Z reference guide: Handwashing*. Retrieved February 22, 2008, from <http://www.cdc.gov>

Centers for Disease Control and Prevention. (2007, March 7). *Stopping the spread of germs at work*. Retrieved August 27, 2009, from <http://www.cdc.gov>

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