



OHIO
UNIVERSITY
Zanesville Campus

**Emergency Response Management Team
Pandemic Flu Response Plan**

A notice to all employees

- **Practice good hand washing hygiene. Wash your hands often with soap and water. Hand sanitizers are helpful, especially if they are alcohol-based.**
- **Practice respiratory etiquette. Cover your mouth and nose with a tissue when you cough or sneeze. If a tissue is not available, cough or sneeze into your elbow or shoulder, not your hand.**
- **Stay home if you are sick! Don't return to work unless you have been free of fever for at least 24 hours without the use of any fever-reducing medication. Do you have a thermometer at home?**
- **Establish regular schedules for frequent cleaning of commonly touched surfaces in the work environment such as door knobs, desks, chair arms, keyboards, and telephone receivers and keypads.**
- **Practice social distancing. Look for options to maximize the distance between people in your work area.**
- **Seriously consider getting the seasonal and H1N1 influenza vaccinations. Watch for more information about availability and cost.**
- **If you have questions or concerns please feel free to contact your immediate supervisor or a member of the Emergency Response Management Team.**