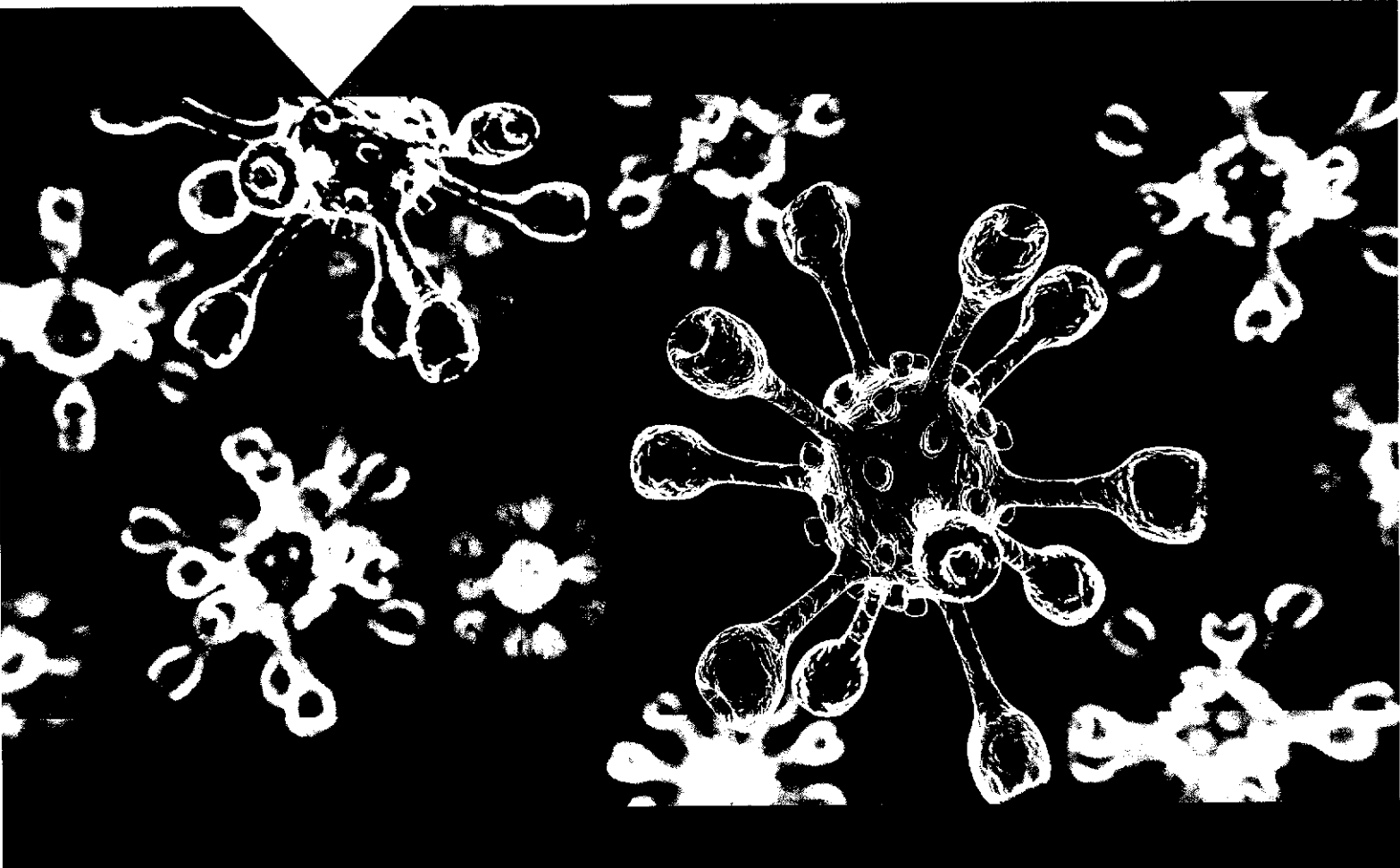




**AN INFECTION
CONTROL MODULE:
UNDERSTANDING
CORONAVIRUS**



...Developing top-notch caregivers, one in service at a time.



**A 30-MINUTE
QUICK COURSE**

www.knowingmore.com



An Infection Control Module:
UNDERSTANDING CORONAVIRUS

We hope you enjoy this inservice, prepared by registered nurses especially for caregivers like you!

Instructions for the Learner

If you are studying the inservice on your own, please do the following:

- Read through **all** the material. You may find it useful to have a highlighting marker nearby as you read. Highlight any information that is new to you or that you feel is especially important.
- If you have questions about anything you read, please ask your supervisor.
- Take the quiz. Think about each statement and pick the best answer.
- Check with your supervisor for the right answers. You need **6 correct** to pass!
- Print your name, write in the date, and then sign your name.
- Email In the Know at feedback@knowingmore.com with your comments and/or suggestions for improving this inservice.

THANK YOU!

After finishing this inservice, you will be able to:

Describe the new coronavirus (COVID-19) and discuss where it came from.



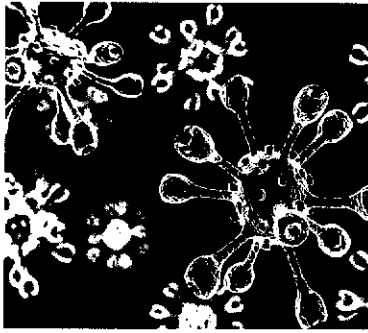
List the signs and symptoms of COVID-19.



Describe the infection control precautions that should be followed to prevent the spread of COVID-19.



List the steps to take if you or one of your clients begins to show symptoms of coronavirus.



Inside This Inservice:

What is coronavirus?	2
What are the symptoms?	3
How to prevent the spread of infection.	4
Treating the symptoms of coronavirus.	5
Fear, stress and coping strategies.	6
Final Thoughts!	7

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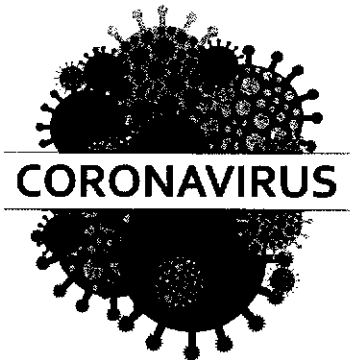
In accordance with industry standards, this inservice material expires on December 31, 2020. After that date, you may purchase a current copy of the materials by calling 877-809-5515.



An Infection Control Module: Understanding Coronavirus

WHAT'S HAPPENING?

- **Worldwide (as of March 11, 2020) more than 120,000 people have become infected by a new strain of coronavirus, known as COVID-19.**
- **More than 4,300 have died.**
- **Schools, colleges, and places of worship around the world have closed in an effort to contain the virus.**
- **Tourism is discouraged to certain countries and tourist hotspots sit eerily quiet.**
- **The entire country of Italy is on lockdown.**
- **The first outbreak in the United States started in a nursing home claiming the lives of some of the nation's most vulnerable citizens — the elderly and frail.**
- **Nursing homes across the US have now shut their doors to visitors.**
- **Hundreds of flights have been cancelled and travel between the US and parts of Europe has been banned.**
- **Events that attract large gatherings of people are postponed or canceled.**
- **Sporting events are occurring in empty stadiums.**



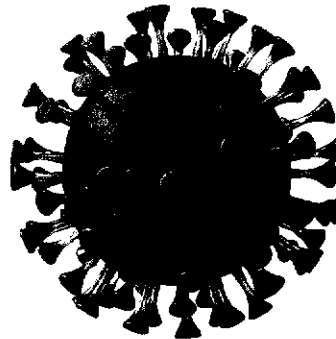
And unfortunately, it's probably going to get much worse before it gets better.

PLEASE NOTE: The guidance in this course is based upon limited information and is subject to change as more information becomes available. We will continue to update the course until COVID-19 is no longer a threat.

WHAT EXACTLY ARE CORONAVIRUSES?

Coronaviruses are a family of viruses that can infect both humans and animals. The first human coronavirus popped up in the mid-1960s. To date, there are seven (7) coronaviruses that can infect people.

The newest (2019) coronavirus (aka **COVID-19**) was first detected in China in late December, 2019.



You may also hear the virus referred to as "Novel Coronavirus" because:

- NOVEL = NEW (never seen before).
- CORONA = CROWN (named for the crown-like spikes on the virus).

Other coronaviruses you may have heard of include:

- SARS (Severe Acute Respiratory Syndrome), and
- MERS (Middle East Respiratory Syndrome)

Where did COVID-19 come from?

Experts believe the newest coronavirus probably began in an animal in China. Both MERS and SARs originated in bats. Many of the first people to become sick from COVID-19 in China either worked or shopped at a live-animal market. So, while the exact source is still unknown, researchers are fairly certain the virus was spread from animals to humans. The virus was then able to transmit from person to person, without animal contact.

Who is at risk for infection?

While anyone of any age, race, or gender can become infected by COVID-19, the average age of people with confirmed cases is 56 years old.

Older adults who have other medical conditions, such as obesity, heart disease, diabetes, or lung disease are at higher risk of serious illness from an infection with COVID-19.

The Facts!

- The number of active COVID-19 cases grows each day, and it's likely going to get worse before it gets better.
- One reason for the increase in cases being diagnosed is the increase in testing. Before the test was widely available, it's likely people had the infection without even knowing it.
- There is currently no vaccine or cure for COVID-19, but researchers are working hard to make these available ASAP.
- About 81% of people who become infected will have a mild case and fully recover without complications.



WHAT'S NEW?

Grab your favorite highlighter!
As you read this inservice, **highlight five things** you learn that you didn't know before. Share this new information with your co-workers!



Should you wear a mask?

You **SHOULD** wear a mask if ...

- You are a healthcare worker caring for someone with symptoms of COVID-19.
- You have symptoms of COVID-19.

You **SHOULD NOT** wear a mask to ...

- Protect yourself from COVID-19 in public places.

The general public is not advised to use face masks for protection against coronavirus.

WHAT ARE THE SYMPTOMS OF COVID-19?

COVID-19 causes a range of symptoms in those infected. The following symptoms may appear 2-14 days after exposure:

SEVERITY	SIGNS & SYMPTOMS
Asymptomatic	No symptoms at all.
Mild	Mild cold-like symptoms, such as stuffy or runny nose, cough, sore throat, or achiness. Some people have also reported mild diarrhea.
Severe	Fever, cough, shortness of breath, breathing difficulties; may progress to pneumonia.
Critical	Respiratory failure, septic shock, multiple organ dysfunction or failure, and even death.

What should you do if your client shows symptoms?

Contact a doctor right away if you notice any of the symptoms listed above, especially if your client has recently travelled or has been in contact with someone who is known to have the virus.

What should you do if YOU show symptoms?

- Caregivers who have signs and symptoms of any respiratory infection should not report to work.

If you develop signs and symptoms while on-the-job:

- Immediately stop work, put on a facemask, and self-isolate at home;
- Inform your supervisor of all individuals, equipment, and locations you came in contact with; and
- Contact and follow your local health department recommendations for next steps.

HOW TO PREVENT SPREADING THE VIRUS

There are two ways to prevent the spread of infection:

- Prevent *yourself* from getting sick, and
- Prevent *others* from catching the virus from you.

To prevent yourself from getting sick:

- Wash your hands often with soap and water (preferred), or use an alcohol-based hand sanitizer.
- Avoid touching your eyes, nose, and mouth if your hands aren't clean.
- Avoid close contact (within 6 ft) with anyone who is sick.
- Avoid crowded places such as sporting events, concerts, or religious gatherings.
- To keep your immune system strong, get enough rest, eat a balanced diet, and perform some type of exercise each day.

To prevent others from catching the virus from you.

- Stay home from work, school, and public areas if you're sick, except for medical visits.
- If you must leave the house for a medical visit, call the doctor in advance and wear a face mask to protect others with whom you may come in contact.
- Separate yourself from other people and animals in the home as much as possible. In other words, try to stay in a separate room with the door closed.
- Cover your mouth and nose with your elbow or tissue when you cough or sneeze. Or use a clean tissue, then throw it away and wash your hands.
- Clean and disinfect surfaces you touch frequently.
- Avoid sharing dishes, glasses, bedding, and other household items if you're sick.

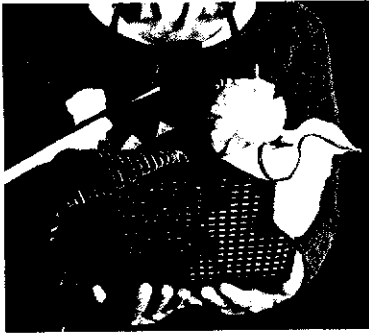


HOW DOES IT SPREAD?

There are two ways COVID-19 is spread:

- **Person-to-person:** The virus is thought to spread mainly from person-to-person between people who are in close contact with one another. Droplets produced when an infected person coughs or sneezes can travel **up to 6 feet away**. These droplets can land in the mouths or noses (or become inhaled into the lungs) of people who are nearby.
- **Contact with infected surfaces:** Droplets from an infected person can also land on surfaces or objects. When an uninfected person touches the surface or object that has the virus on it, then touches their own mouth, nose, or eyes, the virus enters the uninfected person.

A study published February 6, 2020 in The Journal of Hospital Infection found that coronaviruses can stay on surfaces such as metal, glass or plastic for as long as nine days.



HOW IS COVID-19 TREATED?

There is currently no specific treatment for COVID-19 infection. Supportive measures are recommended depending on the type and severity of the symptoms. Guidelines are as follows:

HOW TO DISINFECT SURFACES

In homes, the CDC recommends, "routine cleaning of frequently touched surfaces (tables, doorknobs, light switches, handles, desks, toilets, faucets, sinks)."

Other recommendations from the CDC include:

- Wear disposable gloves while cleaning and discard after each use.
- Prepare a bleach solution to use on hard surfaces by mixing 4 teaspoons bleach per quart of water.

To clean towels, linens, and other laundry:

- Use gloves.
- Do not shake linens.
- Wash at the highest temperature possible.
- Dry completely.

SEVERITY	SUPPORTIVE MEASURES
Asymptomatic	<ul style="list-style-type: none"> • Contact a doctor (and follow the doctor's orders). • Follow isolation precautions. • Monitor for symptoms.
Mild	<ul style="list-style-type: none"> • Contact a doctor (and follow the doctor's orders). • Follow isolation precautions. • Monitor for worsening symptoms. The CDC reports, "some observations suggest that <i>respiratory symptoms may worsen in the second week of illness.</i>" • Get plenty of rest and fluids. • Tylenol or Motrin can ease discomfort associated with mild, cold-like symptoms.
Severe	<ul style="list-style-type: none"> • Get emergency help for difficulty breathing. • Hospitalization is likely required. • Follow isolation precautions.
Critical	<ul style="list-style-type: none"> • Life-saving measures are required at this stage. • Isolation precautions remain.

MANAGING ANXIETY AND FEAR OVER COVID-19

The COVID-19 scare has many people on edge. And all of its effects on society, such as schools closing, the stock market crash, and declared states of emergency can cause extreme anxiety.

Non-stop coverage in the media, misinformation on social media, and the general uncertainty of where all this is going can make matters worse.

- **Experts advise that anxiety is a normal, protective human response.** It's when your brain scans your body and the environment for potential threats so that you can get prepared to react, if necessary.

The problem is that stress and anxiety can easily spiral into panic. Panic is NOT productive.

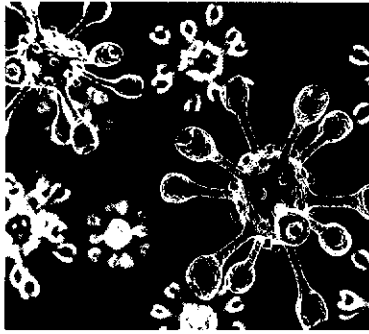
- ***For people who already suffer from anxiety, the loudest message coming through is that everyone is powerless to an invisible threat that has the potential to devastate individuals, families, and even entire communities.*** This fear can lead to irrational behaviors such as fixating on handwashing or wearing a mask when it's not necessary to do so.
- ***On the other side of the spectrum, there are those who refuse to see the virus as a threat at all.*** They may block it out completely, downplay the risk, and even ignore basic advice to wash hands and avoid public gatherings.
- **Both of these are stress-related responses. And neither is productive.** Problems can arise when stress spirals out of control and leaves a person to obsess over protective measures—or ignore them altogether.

The healthiest response lies somewhere in the middle of these two extremes!



If you, or someone you know seems to suffer from one of these stress responses, here are five easy steps that can help keep stress and anxiety at a healthy level:

1. **Try to stay “in the moment.”** Anxiety can spiral out of control when your mind begins to predict catastrophic future events. Just know that all you can do is take measure to protect yourself from what is happening right now. You can't predict the future.
2. **Stay informed but know when to turn off the news (and log out of social media).** It's important to stay up-to-date and know the facts. You should tune in for that. But there's a point at which news and social media stop being helpful. You could spend hours listening to headlines or scrolling tweets for alerts, but none of that makes you any safer.
3. **Get prepared.** Don't feel silly, weak, or embarrassed to follow reasonable safety advice from trusted sources. In fact, feeling prepared can give you a sense of control, which can also decrease anxiety.
4. **Practice self-care.** Get a good night's sleep. Eat a balanced diet. And get a little bit of exercise each day. These things help boost your immune system and can help decrease anxiety as well.
5. **Reach out for help if you need it.** There is no shame in reaching out to a friend, family member, your doctor, or even a mental health expert if you feel your anxiety spiraling out of control. **Help is available. You are not alone.**



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CAREGIVER TRAINING

An Infection Control Module: Understanding Coronavirus

EMPLOYEE NAME
(Please print):

DATE: _____

- *I understand the information presented in this Inservice.*
- *I have completed this Inservice and answered at least 6 of the test questions correctly.*

EMPLOYEE SIGNATURE: _____

SUPERVISOR SIGNATURE: _____

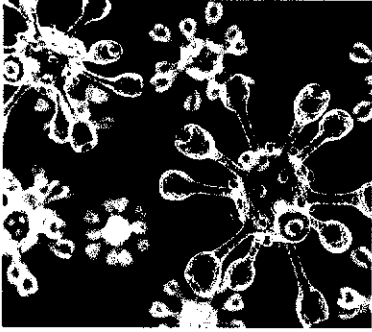
Inservice Credit:

<input type="checkbox"/> Self Study	0.5 hour
<input type="checkbox"/> Group Study	0.5 hour

**File completed test
in employee's
personnel file.**

**Are you "In the Know" about COVID-19? Circle the best choice or fill in your answer.
Then check your answers with your supervisor!**

- Coronaviruses are a family of viruses that can infect:**
 - A. Humans only.
 - B. Animals only.
 - C. Humans and animals.
 - D. None of the above.
- The majority of people who get the corona virus are aged:**
 - A. 0 to 10.
 - B. 11 to 19.
 - C. 20 to 49.
 - D. 50 and older.
- While working in a client's home, you begin to run a fever. You also have a sore throat and feel achy. You should:**
 - A. Finish your shift and then go home.
 - B. Finish seeing all of your clients before going home.
 - C. Stop working, put on a mask, contact your supervisor and go home.
 - D. Put on a mask and continue working your entire shift.
- Possible symptoms of COVID-19 include:**
 - A. Fever.
 - B. Cough.
 - C. Sore throat.
 - D. All of the above.
- True or False**
About 81% of people who become infected with COVID-19 will have a mild case and fully recover without complications.
- True or False**
It's possible to pick up the COVID-19 virus by touching an infected surface such as a doorknob or light switch.
- True or False**
Wearing a paper face mask in public will protect you from COVID-19.
- The CDC recommends routine cleaning of frequently touched surfaces to prevent the spread of COVID-19. Which of the following would you consider a "frequently touched surface?"**
 - ___ Tables
 - ___ Desks
 - ___ Faucets
 - ___ Doorknobs
 - ___ Cell phones
 - ___ Sinks
 - ___ Light switches
 - ___ Toilets
 - ___ TV Remotes



*An Infection Control Module: **Understanding Coronavirus***

INSTRUCTIONS FOR THE SUPERVISOR

Step One:

- Open the PDF “for the learner” file. Type the following information onto the Instructions for the Learner page:
 1. The name (or position) of the person to whom the aides should direct questions.
 2. The name (or position) of the person to whom the aides should turn in their quizzes.
 3. The date by which the quiz page should be turned in.
 4. The name (or position) of the person who will initial the aides’ Inservice Club Membership Cards.
- Save the PDF learner file with your above changes.

Step Two:

- Print the following for each learner:
 1. The **Instructions for the Learner** page.
 2. The **7 Page** Inservice newsletter.
 3. OPTIONAL: Your workplace policy on working during the COVID-19 outbreak.
 4. The **Quiz** page.

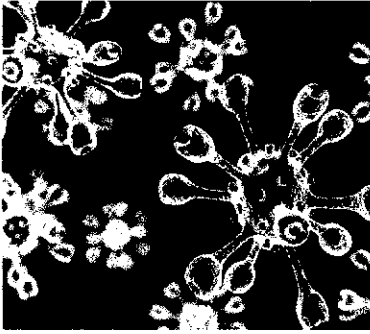
Step Three:

For Self-Study Use

- Distribute as desired—in employee mailboxes; folded in paychecks, etc.
- You may want to post the Quiz Answer Sheet in a prominent spot.

For Group Use

- Read over the Suggested Participatory Activities, the Suggested Teaching Tips and the Suggested Discussion Questions.
- Select the activities you want to use during your inservice hour.



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An Infection Control Module: **Understanding Coronavirus**

SUGGESTED PARTICIPATORY ACTIVITIES

ACTIVITY #1: HANDWASHING DEMONSTRATION

- Take advantage of this inservice time to go over your workplace policies on hand washing.
- Demonstrate proper handwashing technique with **real soap and water**, if possible.
- Have each employee demonstrate how to wash hands according to your policy.
- Discuss the steps along the way and ask caregivers to explain why each step is important.

ACTIVITY #2: SPREAD SOME GERMS—A TEAMBUILDING ACTIVITY!

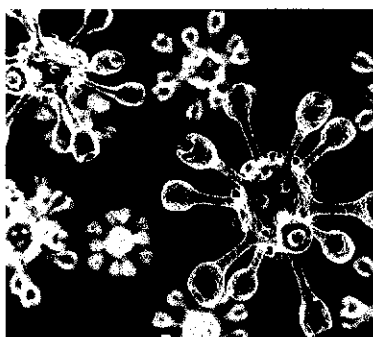
Explain to the group that hand washing is an “all or nothing” activity. In other words, **if just one person is not washing his or hands properly, then everyone is at risk.** Use this activity to open the discussion about hand washing, demonstrate how germs are spread, and to have a little fun!

What you'll need: Lotion, glitter and flour.

- Ask everyone to rub a little hand lotion on their hands. Then go a around and place some glitter in the hands of half the class and place flour in the hands of the other half of the class.
- Ask each person to shake hands with everyone else in the room, at least once.
- After everyone has shaken hands, ask your students if they have glitter or flour on them. Discuss how shaking hands can spread germs and brainstorm ways to avoid germs and the spread of germs.
- Repeat the activity, only this time have two or three people wash their hands before they shake hands with other students. See if this makes a difference. Use this part of the activity to drive home the point that if only a few people are washing their hands - everyone can still "catch" the germs. *Everyone has to follow hand washing guidelines for them to be effective.*

DISCUSSION QUESTIONS

- What are you most concerned about when you think about COVID-19?
 - What myths have you heard about coronavirus? Were those cleared up by this inservice?
 - If your employer admitted a client with known or suspected COVID-19 infection (or someone who has recently recovered from it), would you feel prepared to participate in that client's care? Why or why not?
-



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*An Infection Control Module: **Understanding Coronavirus***

SUGGESTED TEACHING TIPS

TEACHING TIPS

- Make an overhead of the Quiz Answer Sheet.
- Take advantage of this inservice time to go over your workplace policies on following standard, contact, and droplet precautions.
- Invite an infection control specialist to your meeting, if one is available to discuss being prepared for a COVID-19 outbreak.
- Have snacks and small prizes on hand to help inspire your team. This is a stressful time and everyone is worried. Do your best to reassure your team that being prepared is the best defense.

RESOURCES

The following resources were used in developing this inservice. You might want to check them out for further information:

- Centers for Disease Control at www.cdc.gov
- World Health Organization at www.who.int

The following In the Know topics were also used as reference:

- Handwashing
- An Infection Control Update
- Standard Precautions
- Understanding Ebola

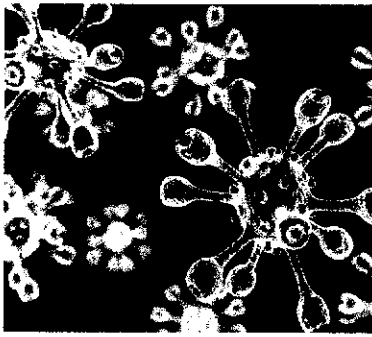
More to Learn!

Your staff may enjoy the following related In the Know inservices:

- Handling Biomedical Waste
- Standard Precautions
- An Infection Control Update
- Handwashing
- Infection Control in Home Care
- Recognizing and Reporting Abnormal Observations

If your In the Know library doesn't include these titles, they are available for purchase by calling our toll-free number:

877-809-5515



An Infection Control Module: **Understanding Coronavirus**

QUIZ ANSWER SHEET

1. **Coronaviruses are a family of viruses that can infect:**

C. Humans and animals. The first human coronavirus popped up in the mid-1960s. To date, there are seven (7) coronaviruses that can infect people.

2. **The majority of people who get the corona virus are aged:**

D. 60 and older. And older adults who have other medical conditions, such as obesity, heart disease, diabetes, or lung disease are at higher risk of serious illness from an infection with COVID-19.

3. **While working in a client's home, you begin to run a fever. You also have a sore throat and feel achy. You should:**

C. Stop working, put on a mask, contact your supervisor and go home. This recommendation comes from the new CDC [Guidance for Infection Control and Prevention Concerning Coronavirus Disease 2019 \(COVID-19\) in Home Health Agencies \(HHAs\)](#).

4. **Possible symptoms of COVID-19 include:**

D. All of the above. Symptoms can range from mild to severe. Most common symptoms include fever, sore throat and cough.

5. **True**

About 81% of people who become infected with COVID-19 will have a mild case and fully recover without complications.

6. **True**

It's possible to pick up the COVID-19 virus by touching an infected surface such as a doorknob or light switch.

7. **False**

In the general public, a lightweight disposable surgical mask will not protect you from the virus. They don't fit tightly and may allow tiny infected droplets to get into the nose, mouth or eyes.

8. **The CDC recommends routine cleaning of frequently touched surfaces to prevent the spread of COVID-19.**

Which of the following would you consider a "frequently touched surface?"

Tables

Desks

Faucets

Doorknobs

Cell phones

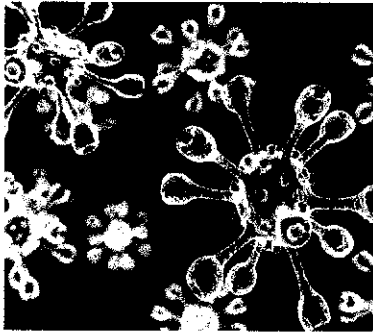
Sinks

Light switches

Toilets

TV Remotes

All of these are considered frequently touched surfaces.



An Infection Control Module: **Understanding Coronavirus**

EVALUATION

Employee Name _____

Date _____

Self-Study Inservice

Group-Study Inservice

1. Put a checkmark in the box that best describes how you feel about each learning objective.

LEARNING OBJECTIVE	I am able to do this.	I might be able to do this.	I can't do this.	I'm not sure.
<i>Describe the new coronavirus (COVID-19) and discuss where it came from.</i>				
<i>List the signs and symptoms of COVID-19.</i>				
<i>Describe the infection control precautions that should be followed to prevent the spread of COVID-19.</i>				
<i>List the steps to take if you or one of your clients begins to show symptoms of coronavirus.</i>				

2. Did you learn anything new that will help you in your job?

Yes

No

If yes, please explain: _____

3. If you have questions about the inservice information that did not get answered, note them here:

4. Other comments? _____
