Keep your employees healthy

Follow these tips whenever possible to keep yourself and others healthy.

Tacoma-Pierce County Health Department
Healthy People in Healthy Communities
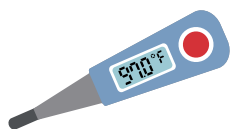
Designate a COVID-19 safety officer to monitor employee health and enforce your safety plan.

- Follow Health Department guidelines for when to return to work.
- Ensure employees aren't sick at the start of their shift.
- Supervisors should check-in with their employees. Ask them how they feel and have them stay home if they're sick.

Practice good workplace and personal hygiene.

- Wash your hands frequently.
- Wipe down surfaces often.
- Disinfect frequently touched items and common areas often, like keypads, keyboards, phones, copy machines and tools.
- Set up multiple hand sanitizer stations.

Limit contact between employees.

- Arrange workstations 6 feet apart. Rearrange furniture or remove equipment to achieve this.
- Install physical barriers like plexiglass if you can't physically distance.
- Encourage staff to work remotely.
- Separate and keep people in the same work team to limit their close contacts.
- Stagger schedules to reduce the number of people in the same space.
- Have employees use separate entrances and areas of the building.
- Take separate cars, if possible.

Use personal protective equipment (PPE) specific to your industry.

Create a COVID-19 safety plan for:

- PPE use.
- Social distancing.
- Hygiene.
- Cleaning and disinfecting.
- Symptom monitoring.
- Incident reporting.
- Response procedure to a positive case.

Provide safety training.

Before you reopen, train employees on:

- Worksite policies.
- PPE use.
- Social distancing.
- COVID-19 prevention.

Require face coverings when employees:

- Can't stay 6 feet apart.
- Are 6 feet apart but share a small workspace with poor ventilation for an extended time.
- Interact with visitors and coworkers.

Post reminders for everyone to:

- Stay 6 feet apart.
- Wash their hands often.
- Wear face coverings.
- Clean and disinfect frequently.

Find posters and other resources to use as you reopen at tpchd.org/safestart.