

# Help Keep Others Well: Stop Germs From Spreading



T H E F L U A N D Y O U

**Fact:** The flu usually spreads from person to person when an infected person coughs or sneezes.

A wave of illness, such as a flu outbreak, can create a wave of hardship on businesses, organizations and institutions large and small. In its wake are shifts to cover, meetings to reschedule, absenteeism and lost productivity.

## Where Germs Are Waiting to Meet You

### Some examples ...

- Doorknobs and handles
- Desks and tables
- Shared objects such as computer equipment and phones
- Close quarters such as a crowded elevator (another good reason to take the stairs)
- Restrooms and dining places
- Areas where people gather

## Top 5 Germ Fighters

- 1 Frequent hand washing with warm water and soap
- 2 Disinfecting shared equipment as often as possible
- 3 Distance ... three to six feet from people who may be sick
- 4 Staying home when you're sick (your employer may require a doctor's note for an excused absence)
- 5 Covering coughs and sneezes with a tissue or sleeve