

ExpertCare employees,

The safety and health of our employees and individuals we work with is the company's top priority. ExpertCare is committed to decreasing the spread of illness and lowering the impact of COVID-19. Our objectives include the following: (a) promote and share preventative information, (b) ensure ongoing service delivery and (c) follow state and local public health guidance. ExpertCare is relying on the expertise from the Center for Disease Control (CDC), state and local directives.

Together we can stop the spread of illness with preventative actions! For the safety and health of our community, clients and employees we are asking these measures be followed:

- Avoiding close contact with people who are sick
- Staying home when you are sick and avoiding contact with persons in poor health
- Avoiding touching your eyes, nose and mouth with unwashed hands
- Covering your cough or sneeze with a tissue, then disposing of the tissue
- Washing your hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, after blowing your nose, coughing or sneezing
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty
- Cleaning and disinfecting frequently touched objects and surfaces using a regular household cleaning spray or wipe

If you have symptoms of an illness please contact your primary care health provider or the local health department and do not report to work. Please notify ExpertCare 248-643-8900 if you are unable to report to your shift.

### **Stress and Coping**

The outbreak of coronavirus disease 2019 (COVID-19) may be stressful for people. Fear and anxiety about a disease can be overwhelming and cause strong emotions in adults and children. Coping with stress will make you, the people you care about, and your community stronger.

### **Things you can do to support yourself**

- Take breaks from watching, reading, or listening to news stories, including social media. Hearing about the pandemic repeatedly can be upsetting.
- Take care of your body. Take deep breaths, stretch, or meditate. Try to eat healthy, well-balanced meals, exercise regularly, get plenty of sleep, and avoid alcohol and drugs.
- Make time to unwind. Try to do some other activities you enjoy.
- Connect with others. Talk with people you trust about your concerns and how you are feeling.

**Call your healthcare provider if stress gets in the way of your daily activities for several days in a row.**

We want to thank all of you for your efforts to sustain services and care for our clients. We encourage you to contact the office 248-643-8900 if you have any questions or concerns.

Stay safe and healthy,  
The ExpertCare Team