NOTICE TO ALL EMPLOYEES

COVID-19 SAFETY

Protective measures from the Centers for Disease Control and the New York State Department of Health

EVERYONE SHOULD

- **WASH YOUR HANDS OFTEN**
- **AVOID CLOSE CONTACT**
- **PRACTICE SOCIAL DISTANCING WHENEVER POSSIBLE**
- **COVER COUGHS AND SNEEZES**
- **COVER YOUR MOUTH AND NOSE WITH THE MASK PROVIDED TO YOU**

All employees should take great care and monitor themselves for possible symptoms, which include fever, cough, shortness of breath, and/or respiratory infection/distress.

Stay home when you are sick, except to seek medical care.

We emphasize voluntary home isolation if you begin to exhibit symptoms and we urge you to contact your healthcare provider if your condition changes.

SYMPTOMATIC EMPLOYEES SHOULD NOT REPORT TO WORK

EMPLOYEES ARE TO IMMEDIATELY NOTIFY THEIR SUPERVISORS AND HUMAN RESOURCES IF YOU HAVE TESTED POSITIVE FOR COVID-19

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www.sunysuffolk.edu/coronavirus