

THE ALLVAX PORTAL IS OPEN

Register now! It is free,
easy, and secure.

We'll notify you when you can schedule
your COVID-19 vaccine through
the Lake County Health Department.



LakeCounty
Health Department and
Community Health Center

Register on the Lake County AllVax Portal:
AllVax.lakecohealth.org
or call **(847) 377-8130**



COVID-19 Vaccines

Now that the Food and Drug Administration (FDA) has approved COVID-19 vaccines for use, here are some things to keep in mind about the COVID-19 vaccines:

- **They're covered at no cost to you.** All our health plans will cover the COVID-19 vaccine at no cost to you in and out of network (during the public health emergency). You can get the vaccine at your doctor's office, pharmacy and other locations. Call Customer Service at the number on your Blue Cross and Blue Shield of Illinois member ID card to help locate an in-network health care provider near you.
- **The safety of COVID-19 vaccines is a top priority.** The FDA uses a set of criteria to evaluate the safety and effectiveness of vaccines. The COVID-19 vaccines available have been approved by the FDA.
- **There will be a limited supply of vaccines at first.** Federal and state health officials will be working with the medical community on the rollout plan for the COVID-19 vaccines.
- **You may need more than one shot for effectiveness.** Some of the COVID-19 vaccines require two doses. Make sure to take both doses of the same vaccine.
- **Talk to your health care provider.** Your doctor or pharmacist can answer questions about the COVID-19 vaccine and when you should get it.
- **Be aware of scammers.** Criminals are using COVID-19 as a chance to commit health care fraud. Be wary if you get a call about COVID-19 and guard your private information.



For other resources and information about COVID-19 and you, visit our COVID-19 website at bcbsil.com/covid-19. The [Centers for Disease Control and Prevention](https://www.cdc.gov) and [FDA](https://www.fda.gov) have more information about the COVID-19 vaccine.



CLEAN AND CONTAIN SELF-CHECK



On a scale of 1-5, please mark how often you do the following:

- 1 = Never
- 2 = Sometimes
- 3 = About half the time
- 4 = Most of the time
- 5 = Always

___ Wear a mask when out in public

___ When soap and water is not available, use a hand sanitizer containing at least 60% alcohol

___ Avoid touching eyes, nose, mouth with unwashed hands

___ Maintain social distancing when interacting with people (at least 6 feet)

___ Cover your mouth and nose when sneezing, either with a tissue or elbow, washing hands afterwards (or using hand sanitizer)

___ Clean and disinfect frequently touched surfaces

___ Review daily self-checklist and take your temperature each day before reporting to work

Now that you've done a self-assessment, take a moment to note where you may be able to improve. The smallest steps make the biggest difference! We are all in this together!

COVID-19 Daily Self Checklist



Review this COVID-19 Daily Self Checklist **each day before reporting to work.**

If you reply YES to any of the questions below, STAY HOME and follow the steps below:

- Step 1: Call your supervisor and
- Step 2: Email or call Human Resources (mcreel@eapl.org or 847-438-3433 x 142)
- Step 3: Call your health care provider

If you start feeling sick during your shift, follow steps 1 and 2 above.

Symptoms that may be new to you:

Do you have a fever (temperature over 100.4°F) without having taken any fever reducing medications?

- Yes
- No

Loss of Taste or Smell?

- Yes
- No

Muscle Aches?

- Yes
- No

Sore Throat?

- Yes
- No

Cough?

- Yes
- No

Shortness of Breath?

- Yes
- No

Chills?

- Yes
- No

Headache?

- Yes
- No

Have you experienced any gastrointestinal symptoms such as nausea/vomiting, diarrhea?

- Yes
- No

Have you, or anyone you have been in close contact with been diagnosed with COVID-19, or been placed on quarantine for possible contact with COVID-19?

- Yes
- No

Have you been asked to self-isolate or quarantine by a medical professional or a local public health official?

- Yes
- No

COVID-19 Visitor Self Checklist



Review this COVID-19 Visitor Self Checklist **before entering the Library.**

If you reply **YES** to any of the questions below,

DO NOT ENTER and call your health care provider

Symptoms that may be new to you:

Do you have a fever (temperature over 100.4°F) without having taken any fever reducing medications?

- Yes
- No

Loss of Taste or Smell?

- Yes
- No

Muscle Aches?

- Yes
- No

Sore Throat?

- Yes
- No

Cough?

- Yes
- No

Shortness of Breath?

- Yes
- No

Chills?

- Yes
- No

Headache?

- Yes
- No

Have you experienced any gastrointestinal symptoms such as nausea/vomiting, diarrhea?

- Yes
- No

Have you, or anyone you have been in close contact with been diagnosed with COVID-19, or been placed on quarantine for possible contact with COVID-19?

- Yes
- No

Have you been asked to self-isolate or quarantine by a medical professional or a local public health official?

- Yes
- No

Staff Health Guidelines



1. Review the Daily Self Check list and take your temperature before every shift.
2. Remember to keep a 6-foot distance from others, including the times when entering or leaving the building.
3. Wear your mask at all times, even while in your cubicle. If you are in a separate room alone, you may remove your mask temporarily, but please put it back on if anyone comes to the door.
4. Practice good hand hygiene. Try to get back to the seriousness of care you took in March.
5. Eat your lunch alone or very spaced out from others.
6. Take a break outside for fresh air.
7. Reduce in-person interactions and limit conversations.
8. Wipe down your desk station at the end of your shift with sanitizer or a wipe.
9. If you were in contact with someone who has the virus, please talk with your supervisor. All health information will be kept confidential.
10. If you have traveled or plan to travel, please discuss testing or quarantine options with your supervisor.
11. When possible, please use the bathroom to which your department has been assigned.
12. Work at home when possible.

Thank you for your help in creating a safer workspace!



State of Illinois

COVID-19

Workplace Health and Safety Guidance for Employees and Staff of Businesses

May 4, 2020

Practice Social Distancing

Pursuant to Executive Order 2020-32 (Stay at Home Order), your employer must comply, to the greatest extent feasible, with **social distancing requirements**. This means that your employer should:

- Make sure that you can maintain **at least 6 feet of physical separation** between yourself and others around you, including your co-workers and customers.
- Mark with **signage or tape** 6-foot spacing for employees and customers to maintain appropriate distance from one another.
- **Provide face coverings** to employees, especially when it is not possible to maintain at least 6 feet of space between you and another person.
- Provide **handwashing stations** with soap, clean water, and single use paper towels and encourage frequent handwashing for 20 seconds or longer.
- **Provide hand sanitizer (with at least 60% alcohol) & sanitizing products** for employees and customers.
- **Regularly clean** high-touch surfaces including doorknobs, light switches, shared equipment, toilet handles, sink faucets, and clock in/out areas.

Do Not Work if You Are Sick

You should not report to work if you are experiencing symptoms of Coronavirus Disease (COVID-19), including fever (100.4° or above), cough, shortness of breath, sore throat, chest tightness, extreme fatigue, loss of sense of taste or smell, diarrhea, muscle aches, or headaches.

If you are experiencing any of these symptoms, stay home and call your doctor.

Who You Can Contact if You Have Concerns About Social Distancing in Your Workplace

If you have concerns that your employer is not allowing for safe social distancing or that it is not maintaining a safe and sanitary work environment to minimize the risk of spread of COVID-19, please contact the Workplace Rights Bureau of the Illinois Attorney General's Office at 844-740-5076 or workplacerrights@atg.state.il.us.

If you believe that two or more employees at your workplace have COVID-19, please notify your local public health department.

A list of local health departments can be found here:

http://www.idph.state.il.us/IDPHPrograms/v_LHDDirectory/Show-V-LHDDirectory-Public.aspx.

Pursuant to Section 25(b) of the Whistleblower Protection Act, 740 ILCS 174, businesses are prohibited from retaliating against an employee for disclosing information when the employee has reasonable cause to believe that the information discloses a violation of a state or federal law, rule, or regulation.

For more information about COVID-19, including ways to protect yourself and others, visit the Illinois Department of Public Health's COVID-19 website: <https://www.dph.illinois.gov/covid19>.



Office of the Illinois
Attorney General

Questions about COVID-19?
Call 1-800-889-3931 or email dph.sick@illinois.gov
Illinois Department of Public Health - www.dph.illinois.gov

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**MASK
WASH
BACK**

 **NorthShore**
University HealthSystem

The Library and the Staff Safety Team would like to share some information and steps we are taking to address COVID-19.

Please see your supervisor or your Staff Safety Team member with any questions, concerns, or suggestions.

Prevention

The Lake County Health Department, Illinois Department of Public Health (IDPH), and the Center for Disease Control (CDC) “recommends everyday preventive actions to help prevent the spread of respiratory diseases,” including:

- Avoid touching your eyes, nose, and mouth.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use an alcohol-based hand sanitizer.
- **Stay home when you are sick.** In order to limit prevention of all communicable diseases, please stay home if you are sick. If you have symptoms of acute respiratory illness, the CDC recommends staying home and not coming to work until you are free of fever (100.4° F [37.8° C] or greater), signs of a fever, and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants).

At the Library we have taken the following steps:

- Daily use of Clorox disinfecting wipes to clean the public desks, door knobs, chairs, tables, and hand rails.
- Meeting Room tables and chairs are wiped down before and after every program.
- Daily wipe down/cleaning of all public computers. Clorox wipes are available for all Departments to use to wipe down staff keyboards & mice.
- Posting of CDC posters on hand hygiene and cough/sneeze etiquette.
- In addition to current wall-mounted hand-sanitizer units, we have ordered free-standing hand-sanitizing stations to be placed at key locations (entryway, stairs, etc.).

Transmission

Symptoms: Patients with COVID-19 have had mild to severe respiratory illness with symptoms of fever, cough, and/or shortness of breath. According to the Illinois Department of Public Health, Human coronaviruses most commonly spread from an infected person to others through:

- the air by coughing and sneezing
- close personal contact, such as touching or shaking hands
- touching an object or surface with the virus on it, then touching your mouth, nose, or eyes *before washing your hands*
- rarely, fecal contamination

Facemasks

The [CDC](#) does not recommend that people who are well wear a facemask to protect themselves from respiratory diseases, including COVID-19. Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. The use of facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).

If local cases develop, we will follow the guidance and direction of the Village of Lake Zurich, the Lake County Health Department, the Illinois Department of Public Health (IDPH), and the Centers for Disease Control (CDC).

Staff Safety Team

3/2/2020



State of Illinois
Illinois Department of Public Health

COVID-19

JB Pritzker, Governor

Ngozi O. Ezike, MD, Director



Office of the Illinois Attorney General
Kwame Raoul, Illinois Attorney General

Workplace Health and Safety Guidance for Employees and Staff of Businesses

April 30, 2020

Practice Social Distancing

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