



## **Samaritan Counseling, Guidance, Consulting**

### **Health & Safety Policy: COVID-19 and Influenza**



#### **1. Purpose**

Samaritan Counseling, Guidance, Consulting is committed to providing a safe and healthy environment for our staff, volunteers, clients, and visitors. We recognize that respiratory viruses, including COVID-19 and seasonal influenza, can pose a risk to our community, particularly to vulnerable individuals. This policy outlines our proactive measures to minimize risk and manage illness in compliance with local health department and Centers for Disease Control and Prevention (CDC) guidelines.

#### **2. Prevention and Mitigation Strategies**

To reduce the spread of respiratory viruses, we promote the following practices:

**Vaccination:** We encourage all staff to remain up-to-date on recommended vaccinations, including annual influenza and COVID-19 vaccines.

**Hygiene & Etiquette:** We promote frequent handwashing with soap and water and proper cough/sneeze etiquette (covering mouth/nose with a tissue or upper sleeve), as well as hand sanitizers in all offices.

**Facility Safety:** We maintain adequate supplies of hand sanitizer, tissues, and cleaning products, and encourage all staff to clean common surfaces (kitchen, restroom) after use.

**Indoor Air Quality:** We have portable fans to help with ventilation to reduce virus transmission. Clients may request to have a fan running during a counseling session.

#### **3. When to Stay Home (Illness Policy)**

Staff, volunteers, and visitors who are sick or experiencing symptoms of COVID-19, influenza, or other infectious illnesses must stay home and avoid in-person interaction but can still offer virtual sessions with clients. **Return to Activity Criteria:** Individuals may return to in-person activities at least 24 hours after fever has subsided (without the use of fever-reducing medication) AND when symptoms are improving. Employees should notify their supervisor immediately if they are unable to come to work due to illness.

#### **4. Masking and Testing**

**Masking:** We welcome and support anyone who chooses to wear a mask.

**Testing:** We encourage individuals with symptoms to get tested for COVID-19 and/or Influenza.

#### **5. Communication and Response**

**Incident Notification:** If you were present at a Samaritan office and test positive for COVID-19 or Influenza within 48 hours of your visit, please notify us at (888) 200-9746 so we can take necessary precautions. All personal health information will be kept confidential.