

Jeff Boer

From: Brian Ledley <bledley@pmhnet.com>
Sent: Friday, May 1, 2020 4:30 PM
To: staff@pmhnet.com
Subject: [STAFF] COVID-19 Notification

Good afternoon everyone,

The health and safety of our associates is a top priority, and, in these unprecedented times, this priority continues to guide our preparedness and decision making. We have learned that one of our associates in the hospital has tested positive for COVID-19. That individual is quarantining at home and all necessary cleaning and sanitizing procedures have taken place in their workspace.

In addition, we have notified those associates and others who potentially have been exposed to the infected individual through close contact at work. The CDC defines close contact as being within six (6) feet of a person with a symptomatic laboratory-confirmed COVID-19 case for a prolonged period of time (approximately 15 minutes or more).

We understand that you may have questions and concerns, and we will update you as we move forward. We reiterate our commitment to health and safety of our workforce.

At this time, it important to remember that we are responsible for our own safety and the safety of our co-workers. Continuing to follow CDC guidelines is vital in mitigating the spread of COVID-19.

1. If you have symptoms of COVID-19 or you feel you have been exposed, please contact Vicki White at (574) 817-0010 as soon as possible. Symptoms include:
 - a. Cough
 - b. Shortness of breath or difficulty breathing
 - c. Fever
 - d. Chills
 - e. Repeated shaking with chills
 - f. Muscle pain
 - g. Headache
 - h. Sore throat
 - i. New loss of taste or smell
2. Wear masks when in public settings.
3. Continue to practice social distancing when applicable.
4. Maintain good hand-hygiene practices.
5. Wipe down and sanitize workstations and other high-touch areas at the beginning, end, and throughout your shift.
6. Stay home if you are sick.

These are uncertain and difficult times and we thank you for understanding as we progress through this pandemic together. Should you have any questions, please speak with your supervisor or Sherry Jorczak, CHRO.

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