

# Your space, your germs.

## Practical everyday tips for protecting you and your family

- Stay home when ill
- Your home, car, and workspace is “your space and your germs”
- When returning to those spaces consider your hands contaminated, clean hands with soap and water or hand sanitizer upon re-entering

### Home

*When you or anyone enters your home;*

Wash hands with soap and water for 20 seconds. Focus under and around nails, between fingers, and backs of hands

Use a soft, lint-free cloth with warm soapy water to wipe down your phone

Clean your keys

Clean your purse, briefcase handles, zipper pulls, and other items utilized and touched while outside the home

Clean any other items brought inside



### Car

Clean the inside of your car—steering wheel, gear shift, door handles, seat belt buckle, and all buttons and surfaces with surface wipes upon entering your car

Keep a bottle of hand sanitizer in your car. When going through a drive-through or entering your car after leaving, liberally use hand sanitizer on hands

Clean your keys, phone, and hands immediately upon arriving home



### Phone

When you clean your hands, clean your phone

When you are in a public restroom and wash hands with soap and water, use the damp towel to clean off your phone

Don't eat while using your phone. Clean hands— then eat. Once finished eating, use your phone again

Don't apply makeup or touch your face while touching your phone

If your phone has been placed onto a surface outside “your space, your germs” area, it is considered contaminated



### Office

Clean all surfaces including your keyboard, mouse, desk, and all items touched

Everytime you return to your cubicle, office, or workspace, use hand sanitizer

Limit transfer of papers or other items from outside your workspace. If they enter, consider them contaminated

Use disposable drinking cups to prevent cross contamination at water/drink stations. Clean the common spicket and filling mechanisms frequently



### Home Isolation

Isolate sick family members in your home in a room away from others

No kissing/hugging. DO NOT SHARE airspace (within 6'), food, drinks, bedding, towels, toothbrushes, or other common use items. Dispose of used tissues and waste in a trash receptacle and provide hand sanitizer for the ill person at their bedside. They should generously sanitize hands before leaving a room, they should cough into their shirt, and wash hands after touching eyes, nose, mouth or bodily fluids

If someone is sick, clean doorknobs, light switches, drawer handles, and other frequently touched common use items, like TV remotes frequently

When weather permits, open the windows and air out your home