**BEST PRACTICES**

- Wear face coverings at all times
  - Wash hands or use hand sanitizer before touching your face.
  - Wash clothing and cloth face coverings worn daily in the warmest water possible for the fabric, and dry on the highest heat setting possible.
  - If you develop symptoms of COVID-19 (fever, cough, shortness of breath, new loss of taste or smell) or if you are identified as a close contact to a positive case, seek medical care and contact the local health department.
  - Do not report to shelter if you have a fever (100.4°F or above), cough, vomiting or diarrhea.

**PROTECTING RESIDENTS**

- Limit close contact with other volunteers, staff, and residents to less than 15 total minutes and keep physical distance of at least 6 feet.
- Limit shared items among residents such as pens, toys or other personal items.
- Disable water fountains for direct drinking, and allow for use only for water bottle filling.
- Regularly disinfect high-touch surfaces such as tables, door handles, bathroom faucets, handrails, etc.
- Clean any visibly soiled surfaces with soap and water before disinfecting.
  - CDC is recommending use of household bleach or disinfectants on the EPA list: [go.ncsu.edu/epacovid-19](go.ncsu.edu/epacovid-19)
  - Prepare a bleach solution, mix:
    - 5 tablespoons (1/3 cup) bleach per gallon of water
    - 4 teaspoons bleach per quart of water
- Do not touch ice or opened food products with bare hands and instead use gloves and other utensils.
- Keep food out of temperature danger zone, which is between 41°F and 135°F.
- If individually plated meals are served, make sure they are eaten or thrown away within 4 hours.
- When receiving food, check temperature with a digital, thin probe thermometer.
  - Hot foods should be at or above 135°F and cold at or below 41°F.
  - If foods are received with a discard time, be sure to use and throw away accordingly.

**HOW TO WASH HANDS**

1. Wet hands with clean, running water
2. Apply soap
3. Lather and scrub hands for at least 20 seconds
4. Rinse hands under clean, running water
5. Dry hands using a clean towel or air dry them

*Stay informed: [ext.vt.edu/covid-19updates](ext.vt.edu/covid-19updates)*