

Swine Flu Protocol

Situation 1 - An employee has flu symptoms - what now?

An employee has a sudden temperature (above 38°), a respiratory infection, muscle pain, shivers, a sore throat, a cough, shows signs of tiredness.

- 1 Employee stays at home and telephones the relevant Head of School to register his absence. Absences across the School are reported on a daily basis to the Receptionist at the Nursery/Infant School.
- 2 Employee calls his Doctor. The Doctor will give further instructions. (in consultation with the GGD, Tamiflu may be prescribed). Once the diagnosis is confirmed, the employee should notify the School.
- 3 Register the employee sick with Maetis.
- 4 Inform colleagues that an employee has been diagnosed with the virus.
- 5 The employee should stay at home for 6 days. On the 7th day, the employee is considered no longer contagious.
- 6 The School should
 - ensure thorough and regular cleaning with soap and water,
 - pay extra attention to cleaning areas such as keyboards, door handles, banisters etc.
 - pay extra attention to good ventilation,
 - encourage good personal hygiene after coughing and sneezing amongst all personnel.
- 7 Have only telephone contact with the ArboDoctor.
- 8 Plan the return to work date:
 - employee remains at home for 6 days;
 - no temperature is a sign to be able to return to the workplace.

Situation 2 - An employee has a partner/family member infected with the New Influenza A (H1N1). What now?

In this situation, an employee may not register as sick.

What does this mean for me as an employee?

I have to take measures because....

I am infected with New Influenza A (N1H1) virus.

I have to stay at home

- I have to stay at home for the period I am considered contagious. From one day before the symptoms began until I have no more symptoms I am considered contagious.
- When I have no more symptoms I can go back to work.

I am prescribed Tamiflu.

- I am prescribed Tamiflu. Tamiflu ensures that I spread the virus less and am therefore less contagious. It can also reduce the length of the sickness.
- I may not use Tamiflu if I have a serious kidney malfunction or am sensitive to one of the ingredients of Tamiflu.
- In the case of pregnancy, breast feeding or children under 1 year, consult a doctor.
- It is important that I take the medication as soon as possible and complete the dosage.

What else must I do?

Follow the rules to prevent the further spreading of New Influenza A

- Keep contact with others to a minimum,
- Keep visitors to a minimum (with the exception of my doctor or GGD)
- The Doctor or people from the GGD will wear a face mask in my house.

General Hygiene

- wash my hands regularly, especially after sneezing/coughing and contact with bodily fluids. If my hands are not visibly dirty, I can just use hand alcohol and do not need to wash my hands first.
- I use my own soap, hand alcohol and thermometer.
- Rubbish such as tissues, gloves, nose and mouth masks should be thrown away in sealed rubbish sacks.
- I try not to sneeze or cough in the presence of other people and cover my mouth /nose with disposable tissues. I use each tissue just once and throw it away directly after use. I wash my hands afterwards or rub them with an alcohol based gel.
- A good alternative is to cough into the elbow, therefore preventing touching the virus particles with my hands.
- Wash bed linen and clothing at 60 degrees.
- When I am better or if I have to go to hospital, then my room should be cleaned using regular cleaning materials.

Who keeps an eye on my health?

- Call your Doctor if your cough gets worse or you become anxious.
- For more information, visit www.rivm.n/nieuwe-influenza,
- Contact the GGD should you have more questions.

Appendix 2 - I am a housemate of someone with H1N1

What does this mean for me as an employee?

I should be alert for flu symptoms because....

....I have or had intense contact with a person with H1N1. That is to say, a partner or I have been in the same room with the patient for more than 4 hours on the day before the symptoms appeared. He or she could have infected me.

What about my health?

So long as I have no symptoms, I can carry on my daily routine. I call the doctor if I have a temperature higher than 38 and symptoms such as a headache, muscle pain, diarrhea, a cough, anxiety. I tell the doctor that I have (had) contact with a patient with H1N1.

What else should I do?

General Hygiene

- I wash my hands regularly.
- I cover my nose and mouth when I cough or sneeze and use disposal tissues. I use each tissue just once and I use each tissue just once and throw it away directly after use. I wash my hands afterwards or rub them with an alcohol rub.