

Welcome to Volunteering at EvergreenHealth.

Your safety and that of EvergreenHealth's patients, visitors and staff is very important. During this unprecedented time of COVID 19, in addition to EvergreenHealth's existing safety protocols, we want to update you on important additions that have been put in place over the past months. These safety precautions and protocols will require your adherence during your shift. In this communication you will find important information regarding practices we all need to follow and understand. Thank you!

Screening

For the safety of our patients, staff, and others, EvergreenHealth has moved to "Passive Screening" for COVID-19 symptoms.

If you are experiencing any COVID -19 symptoms, do not report for volunteering. Please contact the volunteer office and let us know you will not be at your shift. Symptoms include:

- cough
- fever greater than/equal to 99.5
- shortness of breath
- sore throat
- diarrhea or nausea
- fatigue
- sore throat
- loss of appetite
- loss or decreased loss of taste or smell
- persistent headache or body aches
- congestion
- runny nose

If you have any of these symptoms, contact your physician for evaluation and/or call Employee Health at 425-899-2282.

Employees and Volunteers should not return to work until they are symptom-free (of all symptoms) for a full 48 hours. As a reminder, volunteers should never report to work if experiencing any one of symptoms.

Universal Masking

As recommended by the CDC, EvergreenHealth requires that Volunteers, Staff, and Physicians wear a mask at any EvergreenHealth facility to help prevent the spread of COVID-19.

Door-to-Door Universal Masking is in place. EvergreenHealth asks that you don (wear) a medical grade procedural mask as provided as you enter the building. You must be masked for the duration of your shift. Procedural masks are available at entrances and throughout the hospital if you need one. Staff and volunteers are required to wear a mask when with patients and in non-clinical areas – such as public areas, hallways, elevators, and waiting rooms.

To explain this important procedure and to answer questions you may have regarding this requirement, please watch this brief video explaining how to wear a mask and answer questions you may have regarding masking.

- [Donning and Doffing Masks - YouTube](https://www.youtube.com/watch?v=dbHB8tw6jWk)
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In meetings, office areas, and break rooms (where patients are not present) masking is not required but optional.

Hand Hygiene

Hand hygiene is an extremely important and effective way of preventing the spread of infection. It is important you wash your hands often during at your shift.

When to wash/sanitize your hands:

- Upon arrival
- Upon leaving for the day
- After a wheelchair transport
- Before and after gloving for any reason
- After removing gloves when carrying a lab specimen
- If they appear dirty
- Before and after eating
- After using the restroom
- Before and after an errand, such as flower delivery.
- Before and after touching your mask

Wash your hands with soap and water whenever possible throughout your shift or use an alcohol-based hand sanitizer. When using an alcohol-based hand sanitizer, apply a sufficient amount to thoroughly wet all surfaces of the hands and fingers – don't forget your thumb. Rub hands until dry.



Safety Glasses

The use of safety glasses is required with patients who are symptomatic, COVID positive or PUIs (persons under investigation). Otherwise, eyewear is **highly recommended and optional**. It is **strongly encouraged** that volunteer positions in which the volunteer has contact with patients and/or visitors wear safety glasses during their shift. Contact is defined as: talking to patients or visitors, escorting patients or visitors, and transporting patients or visitors. The safety glasses are for eye protection. If you already wear glasses, you have the option of wearing safety glasses or some safety protectors that will clip onto the side of your glasses. Volunteers will be given further information when they meet with the Volunteer Staff, prior to returning to volunteering.

Social Distancing

Per the CDC, [social distancing](#) means keeping space between yourself and other people when outside of your home. It is not required to social distance while in the hospital, but it's one of the best tools we have to avoid being exposed to these viruses and to slow their spread in our community.

COVID-19 spreads mainly among people who are in close contact (within about 6 feet) for a prolonged period. It can spread when an infected person coughs, sneezes or talks, and droplets from their mouth or nose are launched into the air and land in the mouths or noses of people nearby. The droplets can also be inhaled into the lungs. Please be mindful to practice social distancing when walking the halls or talking with Staff, Patient or Visitors.

Social distancing helps limit contact with infected people and contaminated surfaces.

To practice social distancing:

- Stay at least 6 feet from other people
- Wait along the hallway when groups approach and let them pass
- Do not gather in groups
- Stay out of crowded places and avoid mass gatherings

Covid-19 Information Hub - Additional Information

EvergreenHealth has put together robust resources from the CDC and EvergreenHealth regarding COVID-19. This includes COVID-19 Educational Materials, Common Questions about COVID-19, Common Questions specific to EvergreenHealth, Daily Patient Updates, Visitor Policy, Videos answering some COVID-19 questions and other information. This information is found at: <http://www.evergreenhealth.com/covid-19-vaccine>