



# PUYALLUP TRIBE OF INDIANS

## HUMAN RESOURCES

### NOTICE

**TO:** TRIBAL EMPLOYEES & PUYALLUP TRIBAL COMMUNITY

**DATE:** March 11, 2020

**SUBJECT:** UPDATE ON COVID-19 VIRUS

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Tribal Administration and PTHA are monitoring the spread of the Coronavirus Pandemic (COVID-19) daily. Tribal Administration and the PTHA Medical Director, Dr. Shelton, have set up regular conference call meetings that will take place every Monday, Wednesday and Friday. We feel it is important to provide PTOI Employees, Puyallup Tribal Members and Community with up-to-date and accurate information.

We want to impart the following information:

- As of this moment, no one in our community has tested positive for COVID-19;
- It is important to continue to wash hands with soap and hot water for 20 seconds; use hand sanitizer and sanitize your work areas often; use proper cough/sneeze protocols by coughing or sneezing into a tissue, or if a tissue isn't available, cough or sneeze into the crook of your arm;
- Don't shake hands or fist bump; greeting with a smile or a nod should be sufficient during the COVID-19 Pandemic;
- Practice social distancing – try to keep at least a 6 foot distance between yourself and others. Also, stay away from large events such as sports, concerts, even movie theaters;
- Stay home if you are sick and call your supervisor to let them know;
- If you are sick, don't go to the doctor's office, clinic or emergency room without calling first. Employees with medical insurance are encouraged to call the Premera 24-hour nurse at 1-800-841-8343. Once you explain your symptoms, you will be directed what steps to take next;
- Don't meet in a group of greater than 10 people and ensure that you have adequate social distance; do meetings by conference call. Think about ways you can meet without being in the same room with people.

The earlier the precautions are taken, and the more precautions are taken, the less chance the virus has to spread and the more lives are saved. It is that simple. The key is to stay calm and do the steady work of infection control and urge others to follow suit.

If you have any questions, please contact your Director/Manager, Human Resources or Administration. Thank you.