

The West Virginia Department of Health and Human Resources, Bureau for Public Health (BPH) continues to respond to the novel coronavirus disease (COVID-19) in West Virginia. BPH is working closely with communities, state agencies, local and federal partners to monitor the ongoing risk of COVID-19 and ensure the health and protection of all individuals in West Virginia.

To help prevent spread of COVID-19 in our communities the West Virginia Department of Health and Human Resources is partnering with the West Virginia Chamber of Commerce and businesses throughout West Virginia to encourage disease prevention practices that keep consumers and employees safe during shopping.

### TIPS FOR EMPLOYERS

- Follow legislative rule 64 CSR 114 for safe retail business practices.
- Comply with published CDC and DHHR disease prevention measures.
- Actively encourage sick employees to stay home.
- Ensure that sick leave policies are flexible and consistent with state and federal laws.
- Follow CDC guidelines to clean and disinfect.
- Contact your local health department if you are concerned about transmission of COVID-19 at your business.
- Communicate your COVID-19 policies clearly to staff and visitors through signage.
- Have a “time out” between shift changes to wipe down high touch surfaces to prevent the spread of COVID-19.

### REQUIRE FACE COVERINGS

- Comply with the Governors’ Executive Order 77-20 on face coverings, which are Required for employees and guests unless exempt due to age or health. Executive Orders may be viewed at: <https://governor.wv.gov>.

### TIPS FOR EMPLOYEES

- Wear a clean face covering over your nose and mouth; maintain a physical distance of at least 6 feet between yourself and others.
- Wash your hands often with soap and water for at least 20 seconds or use hand sanitizer.
- Clean and sanitize surfaces.
- Do not share food, drinks, etc.
- Self-monitor for COVID-19 symptoms and stay home if you are feeling ill.

### TIPS FOR VISITORS

- Stay at home if you are sick; make arrangements for necessary supplies to be delivered to you; use the curbside pickup service or contact the store for assistance.
- Wear a clean face covering; maintain social distance of 6 feet from all others and do not congregate in public places.
- cover your cough or sneeze by using your elbow or a tissue.
- Wash your hands often with soap and water for at least 20 seconds or use hand sanitizer.

### STOP THE SPREAD POSTERS

- Signs reinforcing wearing face coverings should be posted in prominent locations A face covering tool kit including downloadable signs are available online: <https://dhhr.wv.gov/COVID-19/Pages/Face-Covering-Toolkit.aspx>
- Signs reinforcing social distancing should also be posted prominently, examples may be found at: <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

### MORE INFORMATION

- West Virginia’s COVID-19 website: <https://coronavirus.wv.gov>
- Governor Justice’s website: <https://governor.wv.gov>
- CDC guidance: : <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

Questions and concerns can also be directed to the 24/7, toll-free COVID-19 information hotline:

**1-800-887-4304**