Sample employee newsletter article

Tips on preventing virus illnesses

News reports about the global coronavirus outbreak has heightened people's awareness about transmitting viruses. Follow these best practices to help ward off sickness.

While the world casts a spotlight on the Novel Coronavirus, now is a good time to remember there are things we can do each day to protect ourselves from the spread of viruses and infection.

Both the coronavirus and flu can be spread from person-to-person. The viruses can spread when an infected person coughs or sneezes, or by being in close contact with someone who is already sick.

The following everyday preventive steps can help you avoid coming down with a virus.

- Try to avoid close contact with sick people.
- If sick, stay home for at least 24 hours after your fever is gone except to get medical care or for other necessities.
- Cover your nose and mouth when you sneeze.
- Wash your hands often with soap and water.
- Avoid touching your eyes, nose and mouth.
- Clean and disinfect frequently touched surfaces at home, work or school.

This is active season for the flu virus. The Centers for Disease Control and Prevention recommends an annual flu vaccine for everyone 6 months and older.

Everyone wants to stay healthy this flu season and with proper preventive practices we can all maintain a healthy work and home environment.

Keep up with coronavirus

The coronavirus has affected many regions of the world and the full impact of this virus is still unfolding.

For further information about the virus, visit the coronavirus page at [Centers for Disease Control and Prevention](#).