



Checklist: Actions to reduce the spread of COVID-19

This checklist provides actions that everyone should take to help reduce the spread of the COVID-19 infectious respiratory disease, caused by the most recently discovered coronavirus.

1. Hand hygiene is the top priority.

COVID-19 can spread when someone touches a person or surface contaminated with droplets containing the virus, then touches their eyes, nose or mouth. From there, the virus can enter the body and cause illness.

- Regular and thorough hand washing with soap and water throughout the day, particularly after using the bathroom and before eating is vital for preventing infections.
- Alcohol-based hand-gel can be used to sanitise hands when soap and water isn't available.
- Avoid touching your eyes, nose and mouth.
- Also avoid shaking hands or any other greeting that involves contact.

2. Respiratory hygiene is also a priority.

COVID-19 can spread when someone inhales droplets containing the virus when a person with COVID-19 coughs or sneezes.

- Respiratory hygiene involves covering the mouth and nose with a bent elbow or tissue when coughing or sneezing, then disposing of the used tissue immediately.
- It is also important to maintain at least one to two metres distance away from anyone who is coughing or sneezing.

3. Stay home if unwell.

- If anyone has a fever, cough and breathing difficulty, they should stay home, seek medical attention (call in advance), and follow the local health authority instructions.
- Self-isolation is required if contact has been made with someone with COVID-19 symptoms, or symptoms develop following contact with someone who has COVID-19.
- In Australia, call the Coronavirus Health Information Line 1800 020 080 (24 hours a day, 7 days a week) if you are seeking information on COVID-19. You can also call Healthdirect Hotline 1800 022 222 (24 hours a day, 7 days a week) to speak to a registered nurse about your health concerns.
- In New Zealand, call the Government Helpline on 0800 779 997 (9am to 5pm, 7 days a week) if you are not sure what support is available, don't know who to contact for help or would like more information.

4. Avoid travelling and places where there is a high risk of disease spread.

- This includes cruise ships and large gatherings in confined spaces.

The situation regarding COVID-19 is rapidly changing, so it is important to monitor information from the following World Health Organisation (WHO), Australian government and New Zealand government websites:

- WHO** www.who.int/news-room/q-a-detail/q-a-coronaviruses
- AUSTRALIA** www.health.gov.au/health-topics/novel-coronavirus-2019-ncov
- NEW ZEALAND** www.govt.nz/covid-19-novel-coronavirus/