

# // Northwest Navy All Hands Message

Coronavirus (COVID-19)

Update 3: March 11, 2020

## STATUS UPDATE

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The number of positive COVID-19 cases continues to rise throughout the Puget Sound area of Washington State. As of March 10, 2020, there have not been any confirmed cases of COVID-19 among Navy personnel in Northwest commands; however, Washington State Dept. of Health reported 267 confirmed cases and 24 deaths. While King and Snohomish counties in Western Washington have reported the highest number of cases, the virus is present in at least seven other counties in Western Washington as well as in Oregon, Nebraska, Iowa and Minnesota.

The number of cases is expected to continue rising throughout the Puget Sound area, increasing the risk to our Northwest Navy Family in this area (in Washington State, West of the Cascade Mountains from the Canadian border to the Oregon border). The health and well-being of our personnel and their families remains our top priority so Commander, Navy Region Northwest directed implementation of the following additional measures March 11, 2020, to protect the Fleet, our Sailors, civilians and contractors and their families:

- Installation Commanders will institute a no-touch ID scanning at all entry control points. Personnel are required to present both sides of their ID/credential for screening by a guard.
- At the Installation Commander's discretion, emergency operating centers are being activated to support COVID-19 response and coordination with agency and community partners.
- Visitor Control Center personnel will utilize the health questionnaire to screen all personnel seeking access to installations or facilities.
- Personnel reporting to the Transient Personnel Unit (TPU) will be screened upon arrival and then daily after that as a routine precaution.
- NRNW and Installations will provide or coordinate cleaning products and/or hand sanitizer for high-traffic facilities and common areas on base.
- NRNW and Installations will review increased frequency of janitorial services at certain facilities and will implement in a scalable manner.
- Military Medical Treatment Facilities will develop plans for single points of entry, prescreening procedures and evaluate impacts to mission, as well as keep the installation apprised of important updates, advise and make recommendations as required.
- All Navy Command leadership should assess the risk of and make appropriate decisions on any ship or facility tours, large events or mass gatherings based on nature of the event and value to mission.
- All Navy Commands should identify areas where employees may be initially isolated if they develop symptoms at work. Those employees should then be sent home or to a medical treatment facility as appropriate.
- All Navy Commands should ensure all personnel diagnosed or exposed to COVID-19 are isolated or quarantined in alignment with CDC and Dept. of Defense (DoD) guidance.

- All Navy Commands should review risk of and make appropriate decisions on travel for active duty, Navy civilian employees and contractors through King County, Snohomish County or other areas affected by COVID-19 based on risk to the mission and workforce. Use of virtual capabilities such as video and telephone conferencing is strongly encouraged. Personnel who reside in areas affected by COVID-19 should avoid public events and spaces to minimize exposure.
- All Navy Commands with personnel who reside in counties heavily affected by the outbreak will implement telework for those employees to the maximum extent possible. If mission precludes telework, employees will be screened daily using the health questionnaire.
- All Navy Commands should encourage personnel who feel ill to stay home and educate the workforce on personnel policies that support employee decisions to stay home (such as annual or sick leave, or other weather and public safety leave provisions).
- All Navy Commands should continue sharing information to educate Navy personnel of current conditions and prudent precautions, such as:
  - Personnel who feel ill should stay home and self-isolate per CDC guidance. Personnel who feel they need medical treatment should notify medical care providers of their symptoms before visiting a treatment facility. Tricare beneficiaries can use the COVID-19 hotline at 1-800-TRICARE or [www.mhsnurseadviceline.com](http://www.mhsnurseadviceline.com).
  - Personnel with family members at home sick with COVID-19 should immediately inform their supervisor.
  - Personnel with pre-existing health conditions are encouraged to discuss telework options with their chain of command to reduce their risk of exposure.
  - Personnel with overseas travel plans should check travel advisories and consider cancelling or postponing trips as appropriate. Those that do travel should ensure they understand their command's post-travel requirements and plan accordingly.
- All Navy Commands should coordinate with their Installation and Public Works to arrange for a deep-cleaning of any affected facilities in the event of a confirmed COVID-19 case.
- Personnel are asked to actively participate in regular cleaning of spaces and following CDC's recommended actions to prevent the spread of the virus.

Navy leadership and our Navy medical professionals will continue to monitor the situation. As the situation progresses, NRNW is postured to implement additional measures as needed in alignment with Dept. of Defense guidance and in coordination with state and local partners should there be an increase in risk to the Fleet, Fighter and Family.

## PRACTICAL TIPS

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There are simple things the CDC recommends people do to reduce risk of infection and prevent the spread of COVID-19, which are similar to routine flu and other upper respiratory illness prevention measures.

- **Clean** your hands – Use soap and water for 20 seconds; use hand sanitizer with minimum 60% alcohol.
- **Cover** your cough or sneeze – Use your arm or tissue. Immediately throw used tissue in the trash.
- **Confine** yourself at home when sick until advised by your healthcare provider.
- **Crowd** avoidance – Use discretion when traveling to impacted areas, urban areas, or large gatherings.

Avoid touching your eyes, nose, and mouth with unwashed hands; avoid close contact with people who are sick; and regularly clean and disinfect frequently-touched objects and surfaces.

## INFORMATION RESOURCES

- CDC COVID-19 situational information: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
- CDC tips for work and home: <https://www.cdc.gov/nonpharmaceutical-interventions>
- CDC cleaning & disinfecting recommendations: <https://www.cdc.gov/coronavirus/2019-ncov/community/home/cleaning-disinfection.html>
- CDC Guidance for Travelers: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>
- Military Health System: <http://health.mil>
- Tricare Nurse Advice Line: 1-800-TRICARE (874-2273) or [www.mhsnurseadvice.com](http://www.mhsnurseadvice.com)
- Washington State Dept. of Health COVID-19 site: <https://www.doh.wa.gov/Emergencies/Coronavirus>
- Washington State Department of Health novel coronavirus call center: 1-800-525-0127 and press #

## NAVY REGION NORTHWEST EMPLOYEES

Along with following the practical tips above, supervisors and employees should be prepared to deal with this matter as they would when regular seasonal flu risks hit the workplace. Follow your command's normal sick call procedures. Those who are sick should stay home and see their health care provider as needed. To take care of yourself or a family member, leave authorization should follow normal timekeeping policy and processes.

Where applicable and eligible, Ad Hoc Telework agreements should be reviewed and considered for mission continuity when and where necessary.

For symptoms such as moderate-to-severe difficulty breathing, severe chest pain, high fever or inability to hold down fluids, personnel should seek care from your primary care manager immediately.

## INSTALLATIONS AND COMMANDS

Northwest Navy Installations and Commands will continue to communicate additional, specific guidance and efforts with their people through their respective communication channels.

## FUTURE UPDATES

Monitor news resources and public health updates regularly to stay informed. Navy Region Northwest will continue to provide weekly (or more frequently as needed) Navy-specific updates for the Navy family at <https://www.cnic.navy.mil/regions/cnrnw/om/COVID-19.html>

This Northwest Navy information “hub” will include status updates, handy information flyers for printing and posting like the example to the right, and links to additional information and resources from our public health partners.

