



# Health Education, Hand Hygiene and Face masks – Personal actions to help prevent the spread of COVID-19, colds and flu

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1. Wash/sanitise your hands frequently throughout the day
  2. Clean frequently touched surfaces
  3. Keep your hands away from your face
  4. Cough and sneeze etiquette
  5. Where possible, keep your distance. Otherwise, wear a mask
  6. Mask information
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## 1. Wash/sanitise your hands frequently throughout the day.

Use soap and water to wash your hands for 20 to 30 seconds. Dry your hands, preferably with a paper towel, if available. If soap and water is not accessible, use an **alcohol-based** hand-sanitiser that has at least 65% alcohol.

### Especially before

- you eat
- you touch food
- you cook
- putting on a face mask

### and after

- going to the toilet
- eating
- you use a tissue
- taking off a face mask

**In addition**, wash or sanitise your hands after touching surfaces in public places, such as:

- door handles (eg public toilets)
- escalator & stair handrails
- buttons for lifts, traffic lights, ATMs, door exits
- tables, chairs, information counters, pens
- computer keyboards & mice, mobile phones
- public transport handrails & hand grips
- car doors, seat belt clasps, steering wheels

Good hygiene starts with handwashing - [Wash your hands throughout the day](#) (short video)

## 2. Keep your hands away from your face

- Do not put your hands near your eyes and mouth.
- Do not touch the front of your mask once it is in place

### 3. Clean frequently touched surfaces

Shared objects and other frequently touched surfaces you and others use & touch need to be cleaned often.

- door handles
- escalator & stair handrails
- buttons for lifts, door exits
- tables, chairs, information counters, pens
- mobile phones
- computer mouse & keyboard\*\*

\*\*NOTE: these should be cleaned *before* you use them and when you've finished, clean them again before you leave

### 4. Cough & Sneeze etiquette

#### If you cough

- Cover your mouth when you cough,
- Cough into a tissue or your elbow
- Put the tissue in the bin straight away
- Wash your hands

#### If you sneeze or blow your nose

- Use a tissue
- Put the tissue in the bin straight away
- Wash your hands

*Remind others*

### 5. Keep your distance!

- Try to maintain a distance of 1.5 m from other people - 3 big steps away.
- When meeting people: **Do not** shake hands, and **Do not** give a kiss on the cheek.

*Remind others*

[physical distancing?](#) (short video)

6. **Mask Information** – [Wearing of HS mask guidance](#) for COVID-19

7. **Mask Information** - General information [regarding Disposable face masks & respirators, and washable face masks](#)

8. **Respiratory Protective Devices** – [Fit testing](#)

And importantly, **Stay at home if you feel unwell.**

#### Other information

- Australian Govt Dept of Health: [Should I wear a surgical mask?](#).
- SafeWork Australia: [Minimising the risk on Public transport](#)
- [A Guide to Buying P2, or Equivalent, Respirators for use in the Australian & New Zealand Work Environment](#)
- [Other useful links](#)