

Dear East Stroudsburg University employee:

At the end of the spring semester the news was full of “swine flu” (H1N1) stories. Some of these stories discussed possible cases at universities around the state. This raised awareness of the issue surrounding a possible outbreak of a virulent strain of flu and how the campus would deal with such a flu outbreak for the upcoming Academic year.

The CDC has provided interim guidance for institutions of higher education. The CDC is NOT currently recommending that classes or other events be cancelled. However, the CDC does recommend that students, faculty and staff who exhibit symptoms of any influenza-like illness should self-isolate until fever free for at least 24 hours.

It is important to remember that, according to the CDC, “Most people who have become ill with this new virus have recovered without requiring medical treatment.”

The CDC recommends that if you believe you have a flu-like illness that you stay home (with the exception of seeking medical attention) and “keep away from others as much as possible to keep from making others sick”.

The University is taking steps to prevent the spread of flu for as long as possible, **but we need your help to accomplish this.**

We are working closely with the County and State health departments to monitor flu conditions and make decisions about the best steps to take concerning our institution. We will keep you updated with new information as it becomes available to us.

For now, we are doing everything we can to keep our institution operating as usual. Here are a few things you can do to help:

- **Practice good hand hygiene** by washing your hands with soap and water, especially after coughing or sneezing. Alcohol-based hand cleaners also are effective.
- **Practice respiratory etiquette** by covering your mouth and nose with a tissue when you cough or sneeze. If you don't have a tissue, cough or sneeze into your elbow or shoulder, not into your hands. Avoid touching your eyes, nose, or mouth; germs are spread this way.
- **Know the signs and symptoms of the flu.** A fever is a temperature taken with a thermometer that is equal to or greater than 100 degrees Fahrenheit or 38 degrees Celsius. Look for possible signs of fever: if the person feels very warm, has a flushed appearance, or is sweating or shivering.

- **Stay home if you have flu or flu-like illness until at least 24 hours after you no longer have a fever** (100 degrees Fahrenheit or 38 degrees Celsius) or signs of a fever (have chills, feel very warm, have a flushed appearance, or are sweating). This should be determined without the use of fever-reducing medications (any medicine that contains ibuprofen or acetaminophen). Don't go to class or work.
- **Talk with your health care providers about whether you should be vaccinated for seasonal flu.** Also if you are at higher risk for flu complications from 2009 H1N1 flu, you should consider getting the H1N1 vaccine when it becomes available. People at higher risk for 2009 H1N1 flu complications include pregnant women and people with chronic medical conditions (such as asthma, heart disease, or diabetes). For more information about priority groups for vaccination, visit www.cdc.gov/h1n1flu/vaccination/acip.htm.

Normal rules regarding the use of leave remain in effect. Specific communication will be provided to work groups and departments that may be affected by situations requiring the suspension of or adjustment of regular activities.

In the event of a suspension of operations affecting all non-essential personnel Management Directive 530.17, Partial and Full Day Closings of State Offices, shall apply unless otherwise notified. A copy of Management Directive 530.17 may be found on the University's Human Resources web page at: <http://www4.esu.edu/aboutesu/employment/policies/index.cfm>.

Sincerely,



Teresa Fritsche
Director of Human Resources
East Stroudsburg University