SHRA is very concerned about the health and safety of housing program residents regarding the COVID-19 (Coronavirus). We are following guidelines from our local, state and federal public health agencies by implementing precautions that may help prevent the spread of the disease. Here are procedures that the Housing Authority will follow until further notice.

**OFFICE VISITS**
The Housing Authority is limiting routine face-to-face office visits. Housing staff will do business by phone, email, online video/audio conferencing and postal mail when possible. Instead of coming into the site office at your community, please call and speak with staff to address your questions or concerns.

**WORK ORDERS, REPAIRS & INSPECTIONS**
When you contact the office about a work order you will be asked the pre-screening questions below prior to maintenance staff entering your unit.

1. Have you or any household member been feeling sick or had any flu-like symptoms such as cough, fever, chills or sneezing in the last five days?
2. Have you or any household member been exposed to the coronavirus?

If the answer to either of these questions is yes, the work will be rescheduled unless the repair is an emergency. Emergency repairs include no water, heat, electricity, gas; gas smell, sink or toilet overflow/clogged, smoke detector/carbon monoxide detector, elevator, water heater, leaks, fire or paramedic. If staff enters the unit, they will use personal protective equipment.

**COMMUNITY GATHERINGS**
Agency sponsored meetings and activities in community rooms, common areas or outdoor gathering spaces are canceled until further notice. If buildings where Senior Nutrition Programs operate are closed, a five-day supply of meals will be delivered to participating residents.

**HOW TO KEEP YOURSELF AND OTHERS HEALTHY**

- **WASH YOUR HANDS**
  Wash your hands often with soap and water for at least 20 seconds.

- **AVOID TOUCHING YOUR FACE**
  Avoid touching your eyes, nose and mouth.

- **AVOID CLOSE CONTACT**
  Avoid close contact with people in social environments.

- **COVER YOUR COUGH/SNEEZE**
  Cover your cough or sneeze with your elbow or use a tissue, then throw the tissue in the trash.

- **CLEAN AND DISINFECT**
  Clean and disinfect frequently touched objects and surfaces.

- **STAY HOME WHEN SICK**
  Stay home when you are sick, except to get medical care.

For more information:
www.cdc.gov/COVID19