Although we are not aware of any confirmed cases of novel coronavirus (COVID-19) among any UAM students, faculty, or staff, please be reminded of these steps that you can take to protect yourself and others.

**Take Steps to Protect Yourself**

**Clean your hands often**
- **Wash your hands** often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.

**Avoid close contact**
- **Avoid close contact** with people who are sick
- Put **distance between yourself and other people** if COVID-19 is spreading in your community. This is especially important for **people who are at higher risk of getting very sick**.

**Take Steps to Protect Others**
Stay home if you’re sick
• **Stay home** if you are sick, except to get medical care. Learn [what to do if you are sick](#).

Cover coughs and sneezes
• **Cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
• **Throw used tissues** in the trash.
• Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Wear a facemask if you are sick
• **If you are sick:** You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) and before you enter a healthcare provider’s office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then you should do your best to cover your coughs and sneezes, and people who are caring for you should wear a facemask if they enter your room. Learn [what to do if you are sick](#).
• **If you are NOT sick:** You do not need to wear a facemask unless you are caring for someone who is sick (and they are not able to wear a facemask). Facemasks may be in
short supply and they should be saved for caregivers.

Clean and disinfect

- **Clean AND disinfect** frequently touched surfaces daily. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- **If surfaces are dirty, clean them:** Use detergent or soap and water prior to disinfection.

We all have a shared responsibility to maintain good health and decrease the potential impacts of COVID-19. As the situation continues to develop, we will continue to update you via email. We will also be updating UAM’s COVID-19 information, located at [http://bit.ly/UAM-COVID-19](http://bit.ly/UAM-COVID-19). Please continue to check your email.

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