

PGCMLS at Work

COVID-19 Phased Reopening Plan



PRINCE GEORGE'S COUNTY
MEMORIAL LIBRARY SYSTEM
www.pgcls.info



June 2020

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Public

PGCMLS at Work

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Cover image by Ella Alonso, PGCMLS (used with permission)



Introduction



Maryland Governor Larry Hogan initiated the phased reopening of the State of Maryland on May 15, 2020. Prince George's County entered Phase 2 of its reopening plan on Monday, June 15, per an executive order issued by the County Executive that responds to the continued presence of COVID-19. The Library is prepared to initiate a phased reopening of in-person services, though there is a high likelihood that the COVID-19 virus will still be present in the community to some degree.

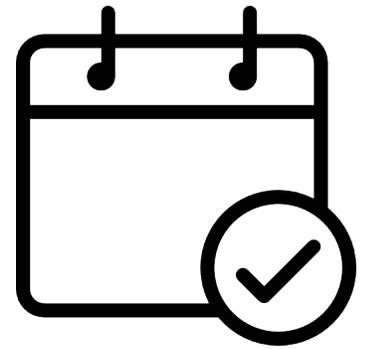
When the Library reopens it will modify operations in order to provide maximum safety for staff and customers. Practices currently employed at essential businesses serve as a useful guide for adapting the Library's services for reopening. Procedures focus on maximized social distancing, greatly enhanced cleaning, and messaging (including signage at branches) to customers that promotes safe behavior. The reopening plan includes adjustments to the Library's five main areas of operation:

- ▶ Customers
- ▶ Staff
- ▶ Facilities
- ▶ Collections
- ▶ Programs, Outreach, and Meeting Rooms

In the event of an outbreak of new COVID-19 cases, the Library may revert to previous reopening phases, based upon direction from the County Health Department. Guidelines and procedures in this plan are subject to change.



Timeline (Subject to Change)



Thursday, June 25, 2020

- ▶ **Board of Library Trustees Votes on Phased Reopening Plan**

Thursday, July 9, 2020

- ▶ **Book Drops Open**

Tuesday, July 21, 2020

- ▶ **Phase 1 - Curbside Service Begins (By Appointment Only)**

Date TBA

- ▶ **Phase 2 - Limited Branch Access Begins**

Staff receive 2 weeks notice prior to initiating Phase 2

Date TBA

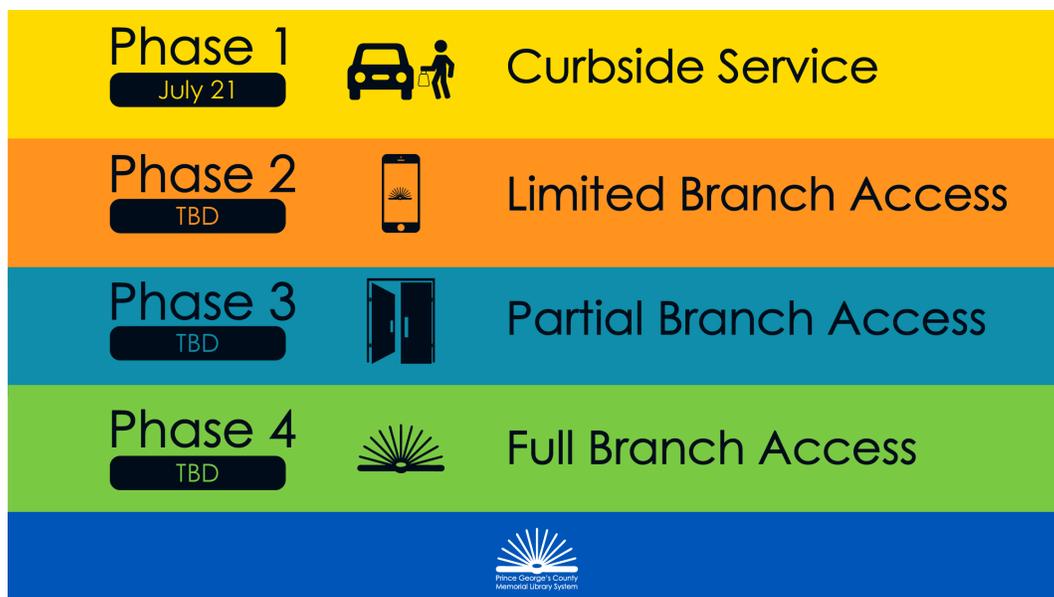
- ▶ **Phase 3 - Partial Branch Access Begins**

Staff receive 2 weeks notice prior to initiating Phase 3

Date TBA

- ▶ **Phase 4 - Full Branch Access with Physical Distancing**

Staff receive 2 weeks notice prior to initiating Phase 4



The Four Phases



The Library will reopen in four phases with temporary changes to operations:

- All facilities have already been completely cleaned and disinfected, including the HVAC coils and filters. HVAC filters will be changed on a monthly basis. HEPA-type filters will be used.
- [Summer @ Your Library 2020](#) (S@YL) will be an entirely virtual program.
- In-person programs, outreach activities, and public use of meeting rooms remain suspended until resumed per the phased reopening plan.
- The Library will provide staff with necessary PPE to remain safe while on duty. Enhanced protective equipment will be installed in public facilities.
- Book/media donations will not be accepted during any phase.

Phase 1 - Curbside Service

The first phase will include the return of staff (on a limited basis) and sanitization of all materials that have been returned. Staff will manage return check-ins, reshelving, update circulation, alternate office work routines will be restored, virtual programming continues, and telephone/digital reference will continue. Book drops reopen. In-person services will be curbside service only with abbreviated hours for all branches. The Library's smallest branches (Baden and Mount Rainier) and pop-up locations will not be available for curbside service during Phases 1 & 2. The [Library's Customer Policies & Procedures](#) apply during all phases.

Phase 2 - Limited Branch Access

The second phase will allow limited numbers of customers in branches for a limited time period. Branches will have abbreviated hours. Exceptions: Bladensburg will continue with curbside service only and Baden and Mount Rainier remain closed. Contracted security guards will return to duty. Customers are required to wear face coverings at branches.

Phase 3 - Partial Branch Access

The third phase will be a partial opening for all branches, except Baden and Mount Rainier. Those two branches will only partially reopen if possible with the latest social distancing guidelines. Off-duty police officers will return to branches.

Phase 4 - Full Branch Access with Physical Distancing

The fourth phase will be a return to full operations at all branches, but may still include social distancing and even the continued use of masks. In-person programs, outreach activities, and public meeting room usage may resume. Pop-up locations reopen.

Phase 1 - Curbside Service (Tuesday, July 21)

Branches with Curbside Service | Book Drops Open

Accokeek, Beltsville, Bladensburg, Bowie, Fairmount Heights, Glenarden, Greenbelt, Hillcrest Heights, Hyattsville, Largo-Kettering, Laurel, New Carrollton, Oxon Hill, South Bowie, Spauldings, Upper Marlboro

Curbside Service Hours

Tuesday 1-8 pm | Wednesday-Friday 1-6 pm | Saturday 1-5 pm

Branches with no Curbside Service | Book Drops Closed

Baden, Mount Rainier, Pop-up Locations



Phase 2 - Limited Branch Access (Date TBA)

Branches with Limited Access | Book Drops Open

Accokeek, Beltsville, Bowie, Fairmount Heights, Glenarden, Greenbelt, Hillcrest Heights, Hyattsville, Largo-Kettering, Laurel, New Carrollton, Oxon Hill, South Bowie, Spauldings, Upper Marlboro

Branch Opening Hours

Tuesday 1-8 pm | Wednesday-Friday 1-6 pm | Saturday 1-5 pm

Branches with Curbside Service Only

Bladensburg

Branches with No Curbside Service | Book Drops Closed

Baden, Mount Rainier, Pop-up Locations



Phase 3 - Partial Branch Access (Date TBA)

Branches with Partial Access | Book Drops Open | Computers Available

Accokeek, Baden*, Beltsville, Bladensburg, Bowie, Fairmount Heights, Glenarden, Greenbelt, Hillcrest Heights, Hyattsville, Largo-Kettering, Laurel, Mount Rainier*, New Carrollton, Oxon Hill, South Bowie, Spauldings, Upper Marlboro

Branch Opening Hours (TBA) | Pop-up Locations Remain Closed

* May reopen if social distancing is possible



Phase 4 - Full Branch Access with Physical Distancing (Date TBA)

Branches with Full Access | Book Drops Open | Computers Available

Accokeek, Baden, Beltsville, Bladensburg, Bowie, Fairmount Heights, Glenarden, Greenbelt, Hillcrest Heights, Hyattsville, Largo-Kettering, Laurel, Mount Rainier*, New Carrollton, Oxon Hill, South Bowie, Spauldings, Upper Marlboro, and Pop-up Locations

Branch Opening Hours (TBA)



Phase 1: Curbside Service

Criteria:

- Stay at home order is lifted by the state and local governments.
- Physical distancing is required due to continued risk of transmission when preventative measures are not observed.
- The initial stock of staff PPE is available.



Overview:

- Customers will be allowed to return items in book drops and pick up reserved materials.
- Customers will not be able to enter the facilities. No other customer services are available in-person at branches. Virtual programming and telephone reference continue.
- The Library will operate with reduced hours. The smallest two branches (Baden and Mount Rainier) will not open for curbside pickup.

Preparations for Phase 1 Include:

- Establish hours of branch operations (subject to change):

Curbside Service Hours:

Tuesday 1-8 pm, Wednesday-Friday 1-6 pm, Saturday 1-5 pm

Facilities:

- Facilities will continue to be disinfected and cleaned at regular intervals.
- Limited delivery between facilities.
- Curiosity Cube with Kajeet bus placed off-site at different locations.
- Public restrooms are temporarily unavailable due to staff-only building access.

Collections:

- Book drops reopen for the public to begin returning physical materials.
- The Library will quarantine all returned materials for 72 hours before reshelfing. Returned items will be placed in the meeting room on carts or tables and will be sorted by return date. Meeting rooms in each Library will be designated for this purpose. Baden, Mount Rainier, and pop-up locations will not accept returns during Phases 1 or 2.
- Staff begin to reshelve returned materials after the quarantine period has elapsed.
- Curbside pickup will be instituted at select branches via Communico reservations and the PGCMLS app. Branches will be responsible for identifying how to best implement contactless materials services for their location.
- Homebound/Books by Mail services resume.

Staff:

- The Library recognizes that all staff have experienced significant stresses during COVID-19.
- Applicable staff continue virtual programming and telephone reference services.
- All social distancing requirements remain in effect. All staff who enter buildings will be required to wear masks and have their temperature taken. Hand sanitizer, thermometers, and disinfectant wipes will be available for staff use only.
- Staff handling curbside service will be required to wear masks and gloves.
- All staff will receive face masks and additional personal protective equipment (PPE) required to complete their duties.

Customers:

- Customer interaction will be limited to curbside pick-up (for holds pickup and checkouts). Returns must be placed in book drops. Virtual programs and reference continue.
- Curbside pickup will be available for existing holds first and later for all customer generated requests.
- Customers are limited to 25 items per vehicle or visit.
- Access to the Library catalog will be online only and customers will reserve materials via the online catalog, app, or telephone reference.

Programs, Outreach, Meeting Rooms:

- Virtual programming only.
- No external outreach activities.
- Meeting rooms remain unavailable to the public.

TUESDAY
JULY 21

PHASED REOPENING

PHASE 1-CURBSIDE SERVICE

TUESDAY 1-8 PM | WEDNESDAY-FRIDAY 1-6 PM | SATURDAY 1-5 PM

 FACE MASK

 CURBSIDE SERVICE

 BY APPOINTMENT ONLY

 BOOK DROPS OPEN

 DRIVE-UP WIFI

 [PGCMLS.INFO/REOPENING](https://www.pgcmls.info/reopening)

Participating Branches: Accokeek, Beltsville, Bladensburg, Bowie, Fairmount Heights, Glenarden, Greenbelt, Hillcrest Heights, Hyattsville, Largo-Kettering, Laurel, New Carrollton, Oxon Hill, South Bowie, Spauldings, Upper Marlboro

Phase 2: Limited Branch Access

Criteria:

- Physical distancing is still recommended, but infection risks are declining.
- Required PPE is available and on hand.



Overview:

- Customer visits are brief and services do not encourage gathering or extended stays.
- No reservations for study rooms or meeting rooms are accepted and study spaces remain locked or closed for public use.
- The number of available computers is reduced. Computer access may be offered by appointment and will be limited to one hour per session. Walk-ins will be accepted.
- Staff working closely with the public at computers will use protective face shields, face masks, and gloves (provided by the Library).
- Reduced opening hours continue (same as Phase 1).
- While open, there is limited face-to-face staff/public interaction.
- Customers will checkout via self-check or the PGCMLS app. Staff may assist.

Preparations for Phase 2 Include:

- Announce and publicize any changes to branch hours.
- Ready 2 Read Centers will be closed or locked where possible and toys are inaccessible.
- Remove café and reading chairs from public access.

Facilities:

- Facilities will continue to be disinfected and cleaned at regular intervals.
- Plexiglas shields will be installed on all public service desks at designated stations.
- Water fountains and vending machines will be placed out of service.
- Only one (1) set of public restrooms will be in service.
- Branches that have multiple public entrances will go to a single public entry point.
- Off-duty police officers and contractual security guards will return to duty.
- A limited number of public computers will be operational to promote physical distancing and will be set to 60 minute per session.
- Disposable keyboard/mouse covers will be used for the public computers.
- Regular delivery will resume between branches.
- The two (2) smallest branches (Baden and Mount Rainier) and pop-up locations will not reopen during Phase 2.
- Bladensburg will continue with curbside service only during Phase 2.

Collections:

- Materials continue to be returned via exterior book drops and not to service desks.
- Stacks are not open to the public. Browsing materials/displays are put in the front area of each location.
- The Library will continue to quarantine all returned materials for 72 hours before reshelving by placing items in the meeting room on carts and will be sorted by date. Locations in each branch will be designated for this purpose.

Staff:

- Virtual programs and telephone reference will continue.
- All physical distancing requirements remain in effect: gloves, masks, sanitizing, temperature taken upon entering the Library. Hand sanitizer, thermometers and wipes to be available for staff use only. Face shields will be provided for staff working in close proximity with customers at public computers.

Security

- Security (contracted security and/or off-duty police) will be provided at every location during the hours that branches are open to the public.

Customers:

- As of May 14th, all Marylanders are required to wear masks when visiting a public service outlet. Those not wearing a mask will not be allowed to enter as long as the requirement stays in effect. The Library will not provide masks to the public.
- Customers are asked to request materials by placing holds or asking at a service desk. Library staff will retrieve the materials and take them to the customers.
- Possible limit put on the number of people in the Library at one time (per local health department and state guidelines).
- 30-minute time limit for all customers coming into the building, except for those with appointments to use public computers.
- Building access limited to one customer per 500 square feet of public services space.
- Public computer access will be limited to 60 minutes per session.
- Assistance with computers will be limited to what staff can verbally explain to customers, as sharing computing surfaces or space around screens cannot be accomplished within the limits imposed by physical distancing.

Programs, Outreach, Meeting Rooms:

- Virtual programming only.
- No external outreach activities.
- Meeting rooms remain unavailable to the public.

Phase 2 Occupancy

Branch Occupancy Limits Based on Public Services Square Footage

Guideline: One customer per 500 square feet

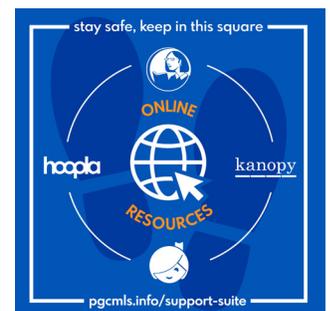
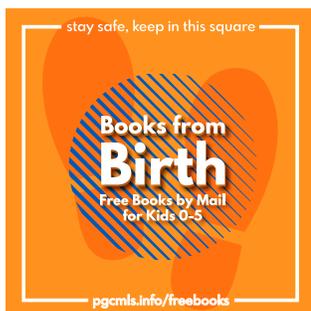
(Adjusted based on public service square footage & exclusive of meeting/study rooms)

Accokeek	16
Beltsville	26
Bowie	46
Fairmount Heights	18
Glenarden	12
Greenbelt	42
Hillcrest Heights	12
Hyattsville	12
Largo-Kettering	36
Laurel	32
New Carrollton	36
Oxon Hill	59
South Bowie	34
Spaldings	32
Upper Marlboro	16



NOTES:

- Baden and Mount Rainier remain closed during Phase 2.
- Bladensburg remains curbside only during Phase 2.



Public Restrooms

Public Restrooms Available at Branches During Phase 2 (All other public restrooms remain closed)

Accokeek	Male/female public restrooms
Beltsville	Meeting room male/female public restrooms
Bowie	2nd floor gender neutral restrooms
Fairmount Heights	ADA/gender neutral restroom
Glenarden	Male/female public restrooms
Greenbelt	Male/female public restrooms
Hillcrest Heights	ADA/gender neutral restroom
Hyattsville	ADA/gender neutral restroom
Largo-Kettering	Family restroom
Laurel	Family restroom
New Carrollton	Family restroom
Oxon Hill	Male/female public restrooms by auditorium
South Bowie	Family restroom
Spaldings	Male/female public restrooms
Upper Marlboro	Basement male/female public restrooms



Phase 3: Partial Branch Access

Criteria:

- Physical distancing guidelines by the County Health Department have been relaxed to allow for large gatherings.

Overview:

- Partial reopening with social distancing.
- Services are gradually restored.
- Study rooms may be used.
- Meeting rooms remain unavailable.



Preparation for Phase 3 Includes:

- Determine changes to hours of operation and publicize them.
- Give teams time to practice new service models before Phase 3 begins.

Facilities:

- Baden and Mount Rainier may reopen if latest physical distancing guidelines permit.
- Facilities will continue to be disinfected and cleaned at regular intervals.
- There will be only one entrance and exit at all branches.
- Water fountains will remain out of service.
- Only one (1) set of public restrooms will be in service.
- Social distancing protocols will be instituted by signage.
- Signage and other forms of marketing will be used to promote the collections. There will be restrictions in some areas to prevent overcrowding.
- Floors at service desks and public computer/shared public work stations will be marked for appropriate social distancing.
- Disposable keyboard/mouse covers will be used for the public computers.
- Hand sanitizing stations will be available at all public entrances.

Collections:

- Stacks are open to the public. Interlibrary Loan resumes per Maryland State Library Resource Center guidance.
- Holds shelf pickup will be available and curbside pick-up will continue.
- Checkout will occur via app and self-check.
- Materials can be returned via the service desk.
- The Library will designate locations around the buildings for in-house use materials to be placed after they are used by customers, with signs asking customers to place any items they have handled on these shelves. Material used in-house will be quarantined for 72 hours as well.

- The Library will continue to quarantine all returned materials for 72 hours before reshelving by placing items on temporary shelving sorted by date. Locations in each Library will be designated for this purpose.

Staff:

- Social distancing practices (keeping 6 feet apart, gloves, face shields and masks, temperature taken each day). Hand sanitizer, thermometer and wipes will be available for staff use.
- Virtual programs and telephone reference will continue.
- Library may continue to have limited hours for public services.

Customers:

- The number of people in the building at any one time may still be limited. Additional information will be provided prior to initiating Phase 3.
- Passport services may resume.

Programs, Outreach, Meeting Rooms:

- Virtual programming only.
- No external outreach activities.
- Meeting rooms remain unavailable to the public.



CoderChicksMD: Learn the Basics of HTML and CSS
@ Oxon Hill Branch 2/22/20

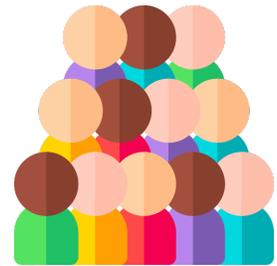
Phase 4: Full Branch Access with Physical Distancing

Criteria:

- Infection risk is very low or non-existent.

Summary:

- The Library is open to the public with extra precautions.
- Adapt pre-COVID-19 operations to new service models and continue serving the community's evolving needs.



Preparation for this stage includes:

- Hours and services established and widely publicized.
- Reinstated in-person programming and external outreach plans, if the public health conditions allow.

Facilities:

- Facilities will continue to be disinfected and cleaned at regular intervals.
- New regular hours established.
- Water fountains will be placed out of service.
- Disposable keyboard/mouse covers will be used for the public computers.
- All of the physical distancing signage and markings are still in place.
- Policies around items customers may bring in (e.g. bags) will be enforced.

Collections:

- All collections will be available. Interlibrary Loan services continue.
- Quarantine of all returned items may continue.
- The Library will designate locations around the buildings for in-house use materials to be placed after they are used by customers, with signs asking customers to place any items they've handled on these shelves. Material used in-house will be quarantined for 72 hours as well until it is safe to remove materials quarantine procedures.
- Continued promotion of online materials in case further stay at home orders are issued.
- Library customers will be permitted to return library materials in the building.
- Curbside pickup will be suspended.

Staff:

- Continue to practice physical distancing, temperature taken daily, gloves, and masks required as long as recommended by the County Health Department.
- Hand sanitizer, thermometers, and sanitizing wipes to be available for staff use.

Customers:

- The number of people in the building at any one time may still be limited. Additional information will be provided prior to initiating Phase 4.
- Passport services may resume, if they did not previously resume.

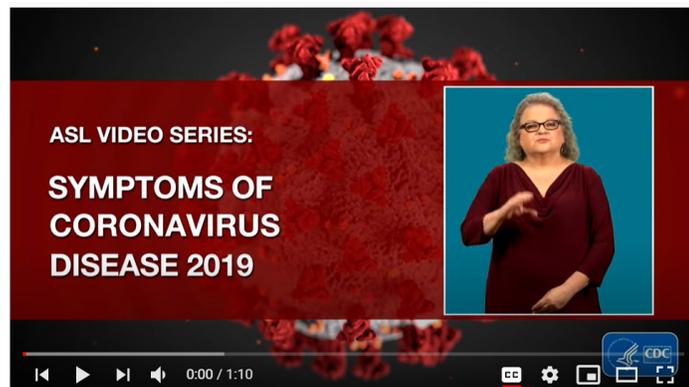
Programs, Outreach, Meeting Rooms:

- Potential for in-person adult and teen programming to resume.
- In-person programs will be limited to those that meet recommended health guidelines.
- Virtual programming/livestreaming is likely to continue.
- External outreach activities may resume.
- Meeting rooms remain unavailable to the public until no longer needed for quarantined materials.



Black History Live with Culture Queen @ New Carrollton Branch 2/22/20

Safety Instruction Videos



COVID-19 (coronavirus)

If you have questions or concerns related to the coronavirus please follow these guidelines:

CALL 911 FOR EMERGENCIES ONLY

1

Call our hotline for concerns or questions.



HOTLINE
301-883-6627

2

If you have concerns about your risk of exposure to coronavirus and you have symptoms, including:



Fever



Coughing



Shortness of Breath

call a health care provider to be evaluated or call our hotline for assistance.

3

Do not show up to your health care provider without calling first to discuss symptoms.



HEALTHIER STATE OF MIND

The coronavirus (COVID-19) pandemic may cause stress, fear, and anxiety --- especially in older people, those with chronic disease, children and teens, health care providers, and people who have mental health and substance abuse conditions. Learning how to cope with these feelings will make you, the people you care about, and your community stronger. For further information, visit health.mypgc.us/coronavirus or call (301) 883-6627.



Angela D. Alsobrooks
County Executive

HEALTH
DEPARTMENT
Prince George's County

Stress during an infectious disease outbreak may include

- Worry about your own health and the health of your loved ones
- Changes in sleep or eating patterns
- Difficulty concentrating
- Worsening of chronic health problems
- Increased irritability and interpersonal conflict
- Feelings of hopelessness and helplessness
- Increased use of alcohol, tobacco, or other drugs

Try deep-belly breathing.

Eyes closed, lying on your back, gently place your hands on your belly. Inhale and exhale. Feel your belly expand and contract. Visualize your navel and spine meeting. Repeat.

Connect with others.

Talk with people you trust about how you are feeling, or call loved ones just to say hi and check on each other. Use FaceTime if you have it on your phone to see each other's faces.

What can you do to cope with stress?

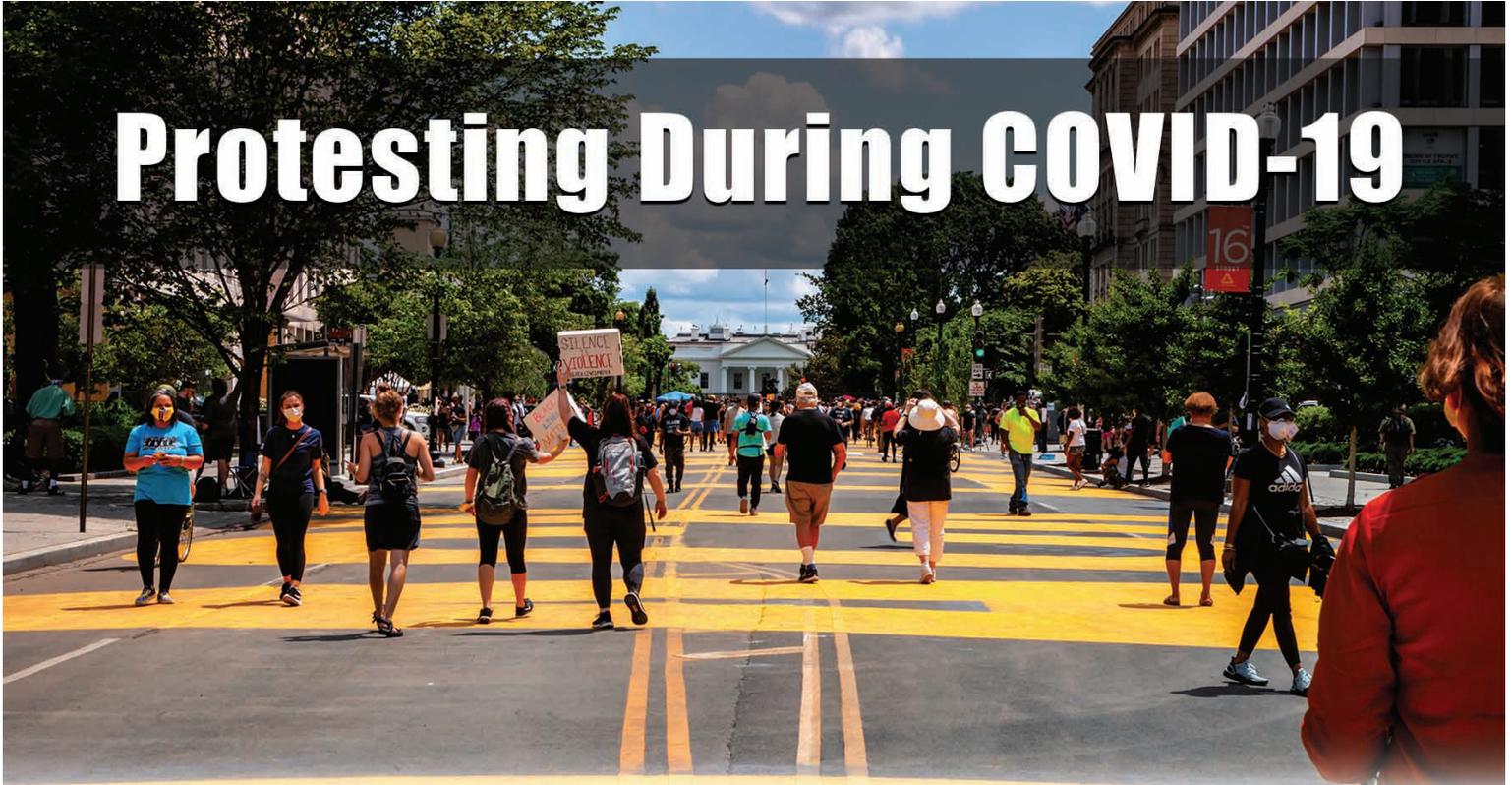
Take breaks from news stories, including social media. Get outside. Get exercise. **Exercise increases the body's built-in anti-anxiety hormones** and releases pleasure-producing endorphins, helping you feel calmer. **But don't forget about social distancing.**

Stay Healthy.

Eat fruits, vegetables, and beans. These high fiber foods flush your system. Foods high in sugar, salt, or caffeine may increase stress. **Drink water.** **Get plenty of sleep. Avoid alcohol and drugs.**

If you or someone you care about is feeling overwhelmed by feelings of sadness, depression, or anxiety, or you have thoughts of wanting to harm yourself or others, call the Substance Abuse and Mental Health Services Administration's Disaster Distress Helpline: 1-800-985-5990 or text TalkWithUs to 66746. (TTY 1-800-846-8517). You can also call Maryland's Helpline by dialing 211 or text "MD" to 741741 anytime, about any type of crisis.

Protesting During COVID-19



The Prince George's County Health Department recommends that anyone who attended a recent peaceful mass protest should get tested for COVID-19, even if you wore a face mask and are not experiencing any symptoms of COVID-19.

The County Health Department offers free COVID-19 tests by appointment only for individuals with or without symptoms who have been exposed to or suspected to have been exposed to a COVID-19-positive person. To schedule an appointment with our County Health Department, please call 301-883-6627.

The County's testing sites accommodate testing for those in a car or on foot, and you do not need health insurance to be tested. People who have testing prescriptions from health care providers must still make an appointment.

For more information about COVID-19 testing in Prince George's County, please visit health.mypgc.us/COVIDtesting.

**HEALTH
DEPARTMENT**
Prince George's County



Angela D. Alsobrooks
County Executive



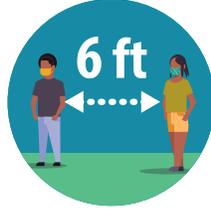
Important Information About Your Cloth Face Coverings

Print Resources Web Page: <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html>

As COVID-19 continues to spread within the United States, CDC has recommended additional measures to prevent the spread of SARS-CoV-2, the virus that causes COVID-19. In the context of community transmission, CDC recommends that you:



Stay at home as much as possible



Practice social distancing (remaining at least 6 feet away from others)



Clean your hands often



In addition, CDC also recommends that everyone wear cloth face coverings when leaving their homes, regardless of whether they have fever or symptoms of COVID-19. This is because of evidence that people with COVID-19 can spread the disease, even when they don't have any symptoms. Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.

How cloth face coverings work

Cloth face coverings may prevent the person wearing the mask from spreading respiratory droplets when talking, sneezing, or coughing. If everyone wears a cloth face covering when out in public, such as going to the grocery store, the risk of exposure to SARS-CoV-2 can be reduced for the community. Since people may spread the virus before symptoms start, or even if people never have symptoms, wearing a cloth face covering may protect others around you. Face coverings worn by others may protect you from getting the virus from people carrying the virus.



General considerations for the use of cloth face coverings

When using a cloth face covering, make sure:

- The mouth and nose are fully covered
- The covering fits snugly against the sides of the face so there are no gaps
- You do not have any difficulty breathing while wearing the cloth face covering
- The cloth face covering can be tied or otherwise secured to prevent slipping



Wash your cloth face covering after each use in the washing machine or by hand using a bleach solution. Allow it to completely dry.

For more information, go to: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-make-cloth-face-covering.html>



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

STOP THE SPREAD OF GERMS

Help prevent the spread of respiratory diseases like COVID-19.

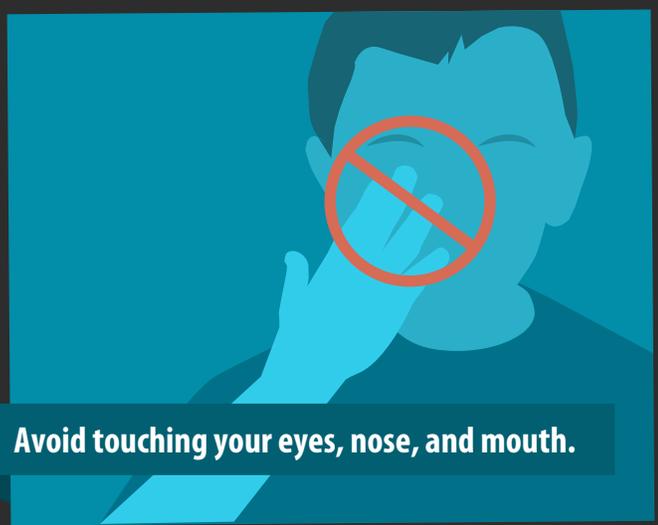
Avoid close contact with people who are sick.



Cover your cough or sneeze with a tissue, then throw the tissue in the trash.



Avoid touching your eyes, nose, and mouth.



Clean and disinfect frequently touched objects and surfaces.



Stay home when you are sick, except to get medical care.



Wash your hands often with soap and water for at least 20 seconds.



For more information: www.cdc.gov/COVID19

10 THINGS YOU CAN DO TO MANAGE YOUR RESPIRATORY ILLNESS AT HOME

If you have possible or confirmed COVID-19 or other respiratory illness:

1. **Stay home** from work, school, and away from other public places. If you must go out, avoid using any kind of public transportation, ridesharing, or taxis.



2. **Monitor your symptoms** carefully. If your symptoms get worse, call your health care provider immediately.



3. **Get rest and drink lots of fluids.**



4. **Call ahead before going to a health care provider.** Tell them your symptoms so they can advise you of next steps.



5. For medical emergencies, call 911 and **notify the dispatch personnel** that you have or may have COVID-19.



6. **Cover your cough and sneezes** into a tissue or use your elbow.



7. **Wash your hands often** with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.



8. As much as possible, **stay** in a specific room and **away from other people** in your home. Also, you should use a separate bathroom, if available. If you need to be around other people in or outside of the home, wear a face mask.



9. **Avoid sharing personal items** with other people in your household, like dishes, towels, and bedding.



10. **Clean all surfaces** that are touched often, like counters, tabletops, and doorknobs. Use household cleaning sprays or wipes according to the label instructions.



If you have additional coronavirus questions or concerns, please call the Prince George's County Health Department's coronavirus hotline at (301)883-6627 from 8:00am - 8:00pm.

*Please contact 911 for medical emergencies only.

For more information visit:

health.mypgc.us/coronavirus

<https://coronavirus.maryland.gov/cdc.gov>



HEALTH
DEPARTMENT
Prince George's County



   @pgchealth

OUR VALUES

We are ... OPEN

We are ... CONNECTED

We are ... DYNAMIC

We are ... UNIQUE

We are ... KIND



PRINCE GEORGE'S COUNTY
MEMORIAL LIBRARY SYSTEM
www.pgcmlls.info

THANK YOU!

All of us at PGCMLS are looking forward to a safe and gradual return to in-person services. We sincerely appreciate the community's partnership in ensuring services can return in a safe manner for Prince Georgians and staff.