

Cutchogue New Suffolk Free Library Airborne Infectious Disease Exposure Prevention Policy and Plan – HERO Act

This policy is intended to provide guidance for prevention of the spread of airborne infectious diseases in the Library. For the purpose of this policy, infectious diseases are considered serious diseases capable of being transmitted to other individuals through the air or by direct physical contact between individuals and/or contaminants. Communicable diseases include, but are not limited to, measles, mumps, chickenpox, influenza, tuberculosis, viral hepatitis-A, B and C, COVID-19, and Severe Acute Respiratory Syndrome (SARS).

Mandated protocols as determined by the Suffolk County Department of Health, State of New York, Town of Southold, United States Centers for Disease Control (CDC), or any other authorized public health official will be followed in addition to all the applicable library policy and procedural guidelines.

The Library will not discriminate against any patron or employee based on the individual having an infectious disease. Patrons and employees shall not be denied access to the Library solely on the grounds that they have an infectious disease. However, the Library reserves the right to exclude a person with a communicable disease from the Library facilities or programs if such restriction is necessary for the welfare of the person who has the communicable disease and/or the welfare of others within the Library. In the event of a severe communicable disease, the Library will provide contactless services within reason.

The Library will comply with all applicable statutes and regulations that protect the privacy of persons who have communicable diseases.

Patron and Employee Responsibility While in the Library

Each individual has a responsibility to prevent the spread of communicable diseases when they are aware of or suspect that they are/may be a carrier. Being aware includes staying home in the event of showing or feeling signs of illness, or having had exposure to someone with a known or suspected communicable disease. Good judgment is critical in safeguarding the health of Library patrons and employees.

It is also expected that all Library patrons and employees practice proper hygiene by exercising coughing and sneezing etiquette (i.e.: sneezing or coughing into a tissue, or arm), immediately washing or sanitizing hands, and avoiding touching their eyes, nose, or mouth.

Library Procedures

The Library will practice various controls to reduce the risk of exposure to airborne diseases including but not limited to:

- providing facilities for handwashing,
- providing hand sanitizers and wipes (at least 60% alcohol),
- ensuring effective social distancing of Library users and staff,
- providing proper Personal Protective Equipment (PPE) for Library users and staff,

- disinfecting and sanitizing high touch areas and materials after use,
- ensuring working air filtration systems are in place,
- hanging of adequate signage to keep staff and patrons well informed of protocols,
- and by following recommendations from public health officials.

Specific in-house procedures are outlined in the Airborne Infectious Disease Exposure Prevention Plan – NY Hero Act section of the Safety Action Plan (for staff only).

The Library Director will enforce compliance with the policy.