

# ACTION PLAN IN CASE OF COVID19 OCCURENCE



Property Name: **FiscardoStudios**



Owner Name: **N.MILATOS KAI SIA E.E.**



Action plan coordinator and occurrence supervisor: **Nikolaos Milatos**



Cooperating Doctor Name: **Stefanos Papadakis**



Doctor Telephone: **+30 6947561600**

## All personnel on site has received the required training and information for COVID-19 rules and health protocols

### If a guest shows any sign or symptoms of the virus, the following actions will be taken:

- The hotel's health coordinator communicates with the cooperating doctor to assess the incident. If it is deemed necessary, a COVID-19 test is performed and if it is positive, EODY is immediately informed about the case and instructions are given on how to deal with it.
- The guest with suspicious symptoms remains isolated in a room with the door closed. He is given a surgical mask and gloves. Avoid entering the patient's room if there is no significant reason.
- If necessary, a member of the hotel staff deals exclusively with a suspected case.
- If the patient has a companion who wishes to stay close to him to care of him, he is given a simple surgical mask and is advised to wash his hands every time he comes in contact with the patient's secretions and certainly before the attendant touches his face (either eating or drinking).
- Management is responsible for all necessary consumables being readily available to hotel staff immediately to prevent infections: soap and water or hand sanitiser, tissues, plain surgical masks, disposable gloves, thermometers, bags.

### If a member of staff shows any sign or symptoms of the virus, the following actions will be taken:

- The hotel's health coordinator communicates with the cooperating doctor to assess the incident. If it is deemed necessary, a COVID-19 test is performed and if it is positive, EODY is immediately informed about the case and instructions are given on how to deal with it.
- The staff member with suspicious symptoms remains isolated in a room with the door closed. He is given a surgical mask and gloves. Avoid entering the patient's room if there is no significant reason.
- An investigation is carried out in order to assess the possible exposure of other staff members or guests to the virus. They are all asked to follow the instructions of EODY.
- All surfaces are disinfected with emphasis on the workplace and the equipment used by the suspected case.