



COVID-19 Prevention Program

STUDENT

Revised 7-29-2022

CHSU COVID-19 Prevention Program (CPP) – Students

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CHSU COVID-19 Prevention Program (CPP) – Students

The President’s Executive Council at California Health Sciences University (“CHSU” or “University”) is serving as the task force to monitor the COVID-19 pandemic and guidance from federal, state, and local governments, in addition to our accrediting and licensing bodies. Members of the President’s Executive Council include: Florence Dunn, President of CHSU; Brian Kim, Provost and Vice President of Academic Affairs; Dr. John Graneto, Vice President of Health Affairs, Dean of the College of Osteopathic Medicine; Dr. Mark Okamoto, Dean of the College of Pharmacy & Chief Academic Officer; Jimmy Dunn, Vice President of Operations; Richele Kleiser, Vice President of Marketing & Communications; Carlita Romero-Begley, PHR, SHMR-CP, Vice President of Human Resources & Title IX, Equity and Diversity Coordinator; Tanya Bohorquez, CPA, Chief Financial Officer; and Kathleen Haeberle, Executive Administrative Assistant. Ms. Romero-Begley serves as the University’s lead administrator coordinating CHSU’s COVID-19 response.

This centralized document encompasses the University’s COVID-19 Prevention Program (CPP) and includes the most recent University policies and procedures that have been put in place to reduce the risk of spreading and contracting COVID-19 on campus. This document updates all prior communications from the University regarding COVID-19 as of the effective date listed below in the document footer.

It is important to acknowledge that recommendations related to the COVID-19 pandemic are fluid and changing. In alignment with current guidance, including the Centers for Disease Control (CDC), and appropriate federal, state and local agency recommendations, CHSU has and will be taking actions notated within this document to keep our campus community safe and informed. This CHSU COVID-19 CPP will be updated by the University President’s Executive Council as new information and guidance becomes available. To the extent new public health guidance, law or regulation related to COVID-19 becomes available which conflicts with information in this document, CHSU will follow applicable public health guidance, law or regulation.

While no one can guarantee that an employee or student will not contract COVID-19, the University has and will continue to take the necessary precautions to keep our campus community safe and informed through appropriate policies and procedures, frequent communication, and health educational materials.

A. Authority and Responsibility

The President’s Executive Committee and Ms. Carlita Romero-Begley, Vice President for Human Resources as lead administrator coordinating CHSU’s COVID-19 response have overall authority and responsibility for implementing the provisions of this CPP on campus. In addition, all administrators are responsible for implementing and maintaining the CPP in their assigned areas and are responsible for ensuring students receive answers to questions about the program. All students are expected to fully comply with the policies, protocols, and guidelines outlined in this document. Noncompliance with COVID-19 campus health and safety guidelines could result in loss of access to University facilities as well as corrective and/or disciplinary action.

Student workers are also subject to the COVID-19 Prevention Program for Employees.

B. Guiding Principles

The University President’s Executive Council has developed the CHSU COVID-19 CPP as informed by these

guiding principles:

- a. We will fulfill our University's and Colleges' mission, vision, values and goals.
- b. The health, safety, and wellness of our campus community and community at large is paramount.
- c. Science, evidence, and guidance from federal, state, and local agencies will help us make informed decisions.
- d. We will be innovative and flexible in the face of evolving circumstances.
- e. We will provide inclusive and equitable solutions.
- f. We will provide timely and concise communications and educational materials to our campus community.
- g. We will heed our responsibility to ensure the University's stability and financial strength.

C. Impacted Students

The University recognizes that students may be impacted by the COVID-19 pandemic, and as a result may need to take a leave of absence, need accommodation for a disability or have child or elder care responsibilities. CHSU is committed to supporting its students. Students impacted by COVID-19 should consult with the applicable Office of Student Affairs to determine what their available options are, including what benefits may be available under CHSU's policies, and California state or federal law. Students that may need accommodations due to a disability should also contact their Office of Student Affairs. Additional information regarding reasonable accommodations can be found in the [University's Accessibility Services Policy](#).

D. Mental and Emotional Well-Being

The University recognizes that the situation with COVID-19 may be stressful for members of the CHSU community, especially those with family and friends who are affected.

Students with questions, in need of further assistance or an accommodation should contact their college-specific Office of Student Affairs to help determine the options best suited for their needs by contacting: College of Pharmacy – Dr. Anitha Shenoy (ashenoy@chsu.edu) or College of Osteopathic Medicine – Mattie Bendall (mbendall@chsu.edu).

E. Maintaining Our Inclusive Community

CHSU is committed to maintaining an educational and working environment that is free of all forms of discrimination, harassment, and sexual misconduct while on campus and through any temporary remote working conditions. For every member of our community to thrive—especially as we continue to navigate life and University operations during a global pandemic—we all must seek to foster mutual respect, support, and inclusion.

During this public health event, where there are many unknowns, taking care of each other is just as important as taking care of ourselves. Making assumptions about or engaging in negative treatment of others based on perceived symptoms, medical conditions or abilities, national origin, racial and ethnic characteristics, or any other protected status hurts our community. Every person's care, compassion, and empathy for each other makes a positive difference.

Acts of discrimination, harassment, and sexual misconduct run counter to University values and policies. To learn more, please reference our [CHSU Governing Statute Number 4 Non-Discrimination and Equal Opportunity](#)

[Statement](#) and [CHSU Unlawful Discrimination, Harassment, Sexual Misconduct and Title IX Policy and Procedures](#).

F. California Department of Public Health (“CDPH”) Orders

CHSU students are required to comply with all CDPH orders as they relate to the healthcare sector as students are considered healthcare workers when visiting their rotation sites. Failure to comply with such orders may result in a delay in completion of program requirements and/or program dismissal.

G. Identification and Evaluation of COVID-19 Hazards

We will continue to evaluate the educational environment and operations to identify tasks that may result in exposure to COVID-19. In assessing the campus, we will consider all interactions, areas, activities, processes, equipment, and materials that could present potential exposure to COVID-19.

We implement the following in our campus:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19 Hazards** Form, or similar documentation.
- Document the vaccination status of our employees by having them show proof of their digital COVID-19 vaccine record from the California Department of Public Health, or similar documentation.
- Evaluate employees’ potential workplace exposures to all persons at, or who may enter, our workplace.
- Develop COVID-19 policies and procedures to respond effectively and immediately to individuals at the workplace who are a COVID-19 case to prevent or reduce the risk of transmission in the workplace, as set forth herein.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/ OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the **Appendix B: COVID-19 Inspections** form, or similar documentation, as needed to identify and evaluate unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.
- Vaccination requirements, as set forth herein.

1. Student participation

Students are encouraged to participate in the identification and evaluation of COVID-19 hazards by notifying Ms. Carlita Romero-Begley or their Office of Student Affairs of any questions, concerns, or information related to COVID-19 hazards. Information reported to a college’s Office of Student Affairs is required be forwarded to Ms. Romero-Begley by the student affairs employee receiving the report.

2. Student screening

Students are screened, and we respond to those with COVID-19 symptoms by: (1) requiring students to self-screen for symptoms of COVID-19; (2) requiring unvaccinated students to test at least weekly for COVID-19, subject to test availability; and (3) implement response protocols as set forth in this CPP including, but not limited to, implementation of campus exclusion/quarantine requirements.

H. Correction of COVID-19 Hazards:

Unsafe or unhealthy campus conditions, practices or procedures will be documented on the Appendix B: COVID-19 Inspections, or similar form, and corrected in a timely manner based on the severity of the hazards, as follows:

- The severity of the hazard will be assessed, and correct time frames assigned, accordingly.
- Individuals are identified as being responsible for timely correction.
- Follow-up measures are taken to ensure timely correction.

All potential hazards will be reviewed by Ms. Carlita Romero-Begley (or designee) and will be remedied within a reasonable time period. Where appropriate, Ms. Romero-Begley (or designee) will provide follow-up information to appropriate individuals relating to a hazard correction.

I. Control of COVID-19 Hazards

1. Screening

Students are required to evaluate whether they have symptoms of COVID-19 before reporting to class and, if so, are not permitted to report to campus. Symptomatic students should contact their applicable Student Affairs Office for additional information. Symptoms of COVID-19 can be found by visiting the website for the Centers for Disease Control, and include the following: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.

2. Vaccines and Vaccine Boosters Required Subject To Exemptions; Vaccination Tracking & Verification

All CHSU students are required to obtain COVID-19 vaccination by September 30, 2021. Additionally, all students are required to obtain COVID-19 booster vaccination shots immediately upon becoming eligible, in compliance with applicable public health guidelines, including a first booster shot and future booster shots (subject to vaccine availability). At the time of printing, the CDC has most recently updated its guidance on COVID-19 vaccine booster shots on December 9, 2021 advising booster shots 6-months after completing the primary COVID-19 vaccination series with either the Pfizer or Moderna vaccine series, or 2-months after receiving the Johnson & Johnson single dose COVID-19 Vaccine. Students are responsible for monitoring their eligibility for booster shots so that they receive their booster shots timely. Failure to do so may result in discipline under CHSU's policies for student professionalism and conduct.

Clinical/Experiential Activities and Requirements: Notwithstanding the above, if a student participates in a clinical or experiential activity, including but not limited to those required for completion of their academic

program, the student is required to abide by the COVID-19 vaccination requirements set by the third-party clinical site.

CHSU will implement vaccine verification procedures to verify vaccine status, and the accuracy of the vaccine documentation provided. Each college Dean will direct the appropriate college-level administrator within their college to implement procedures for all students to verify their vaccination status and accuracy of vaccine documentation. Beginning Spring semester 2022, all CHSU students will be required to prove vaccination status utilizing their electronic record from the California Department of Public Health's Digital COVID-19 Vaccine Record (<https://myvaccinerecord.cdph.ca.gov/>). Students are also still required to upload vaccine documentation to electronic tracking systems, as required by their college's experiential/clinical affairs department. Uploading vaccine documentation to a college's tracking system does not relieve students of the requirement to also verify vaccine status by showing their CA Department of Public Health Digital COVID-19 Vaccine Record. However, at no time are students required to provide confidential health information – CHSU is only seeking proof of receipt of a COVID-19 vaccine and not any information related to the health of the student.

Disciplinary Action for Failure to Comply with Vaccine Verification Procedures: A student's failure to fully and timely comply with vaccine verification procedures, as they may change from time to time, including requests to verify the accuracy of vaccine cards, vaccine QR codes or other vaccine documentation is considered a violation of the CHSU Student Conduct and Professionalism Policy, including, but not limited to: disruption to teaching, research, administrative and student functions of the University; placing a patient's health and/or safety in jeopardy (for students on rotation); behavior that demonstrates disrespectful conduct toward members of the faculty, administrative or professional staff and community members of the University; violation of the University's established rules, policies and procedures; and conduct which calls into question the student's fitness to practice pharmacy or medicine (as applicable). Students who engage in such conduct are subject to discipline up to and including dismissal from CHSU under applicable student professionalism and conduct policies.

Exemptions: CHSU will abide by all exceptions to the vaccination requirement required by California state or federal law. Specifically, a student may be entitled to a reasonable accommodation exempting them from the vaccine requirement if:

1. The student has a physical or mental disability that prevents the student from receiving the vaccine.
2. The student has sincerely held religious belief, practice, or observance prevents the student from receiving the vaccine.

A disability may include pregnancy or related conditions. If a student is unable to receive a COVID-19 vaccine due to a disability or a sincerely held religious belief, or otherwise believes they have a legal basis for exemption from the vaccination requirement, the student shall submit a completed Request for COVID-19 Vaccine Accommodation form as follows: College of Pharmacy students should submit the form to their college's Office of Academic Affairs; and College of Osteopathic Medicine students should submit the form to their college's Office of Students Affairs. The disability accommodation form must be completed by the student's treating healthcare professional practicing within the scope of their license, who is providing treatment to the student for the disability giving rise to the student's request for accommodation.

Any questions regarding vaccines and/or reasonable accommodations should be directed to the college's Office of Student Affairs. **Please know that if you obtain an exemption to the vaccine requirement from CHSU, it may impact the availability of clinical rotation sites required for completion of your academic**

program. You should consult with your college's clinical/experiential education department to discuss what impact, if any, being unvaccinated may have.

Until a student shows proof of being fully vaccinated the student will be considered unvaccinated for purposes of this CPP.

3. Unvaccinated Students

Students that satisfy either one of the exemption criteria outlined above and remain unvaccinated after September 30, 2021, or unboosted will be required to complete COVID-19 testing once weekly; and it is strongly recommended they wear face **coverings** that meet Cal/OSHA **requirements except** as outlined in Section 4 below.

Unvaccinated or unboosted students should be aware that failure to comply with vaccine mandates may delay completion of their academic program requirements and/or result in dismissal from their program as many of CHSU's affiliated rotation sites have or may require COVID-19 vaccination in order to enter their facilities. Even if CHSU grants an exemption as outlined above, these sites may not due to the health risks posed to patients of these facilities by unvaccinated individuals.

Unvaccinated or unboosted students who are not granted an exemption are subject to discipline, up to and including dismissal from their academic program, pursuant to the University and Colleges' student codes of conduct and professionalism policies, as set forth in the CHSU Student Catalog & Handbook.

4. Face Coverings

The University may choose to require face coverings on campus as public health guidance changes or in the event of an outbreak.

The University provides clean, undamaged face coverings and ensures they are properly worn by students where required by orders from the California Department of Public Health (CDPH). Students should report to Ms. Romero-Begley or the Office of Student Affairs if others on campus do not wear their face coverings over their nose and mouth, or do not wear clean face coverings. Ms. Romero-Begley will ensure that the face coverings provided meet the requirements.

Students required to wear face coverings may remove them under the following conditions:

- When alone in a room or a vehicle.
- While eating or drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent feasible.
- When required to wear respirators in accordance with our respirator program that meets section 5144 requirements.
- Students who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Such students will wear an effective, non-restrictive alternative, such as a face shield with a drape on the bottom, if their condition

permits it. If their condition does not permit it, then the student will be at least six feet apart from all other persons and either fully vaccinated or tested at least weekly for COVID-19.

- Specific tasks that cannot feasibly be performed with a face covering. This exception is limited to the time in which such tasks are being performed.

Any student not wearing a required face covering will be at least six feet apart from all other persons unless the unmasked employee is either fully vaccinated or tested at least weekly for COVID-19.

The University will not prevent any student from wearing a face covering when it is not required unless it would create a safety hazard, such as interfering with the safe operation of equipment.

Face coverings also will be provided to any student that requests one, regardless of their vaccination status.

Any face covering which has an exhalation valve is prohibited, as an exhalation valve defeats the primary purpose of the mask: protecting others from the wearer.

5. Smoking and Vaping Not Permitted on Campus

Adhering to the CHSU Smoke & Tobacco-Free policy is critical during the pandemic to ensure that cloth face coverings can consistently be worn when required by this policy and to avoid the known negative effects on individuals with COVID-19.

Members of the University community, including academic and staff employees, students, student organizations, and volunteers, are responsible for observing and adhering to the Smoke & Tobacco-Free Environment policy that can be found [here](#).

Smoke & Tobacco-Free means that smoking, smokeless tobacco products, the use of nicotine products, and the use of e-cigarettes is strictly prohibited on all University buildings and grounds, parking lots (even when inside vehicles parked in the parking lot), University-affiliated off-campus locations and clinics and any buildings owned, leased, or rented by the University. Therefore, the University has designated itself as a Tobacco Free Campus, with smoking and all other tobacco usage prohibited. This Tobacco- Free policy is in effect 24 hours a day year-round.

6. Coughing/Sneezing Hygiene

Those in a private setting who do not have a cloth face mask on should remember to always cover their mouth and nose with a tissue when they cough or sneeze or use the inside of their elbow. Then throw used tissues in the trash.

After sneezing, individuals should immediately wash their hands with soap and water for at least 20 seconds. If soap and water are not readily available, they should clean their hands with a hand sanitizer that contains at least 60% alcohol.

If a person has been sneezing/coughing into the cloth face mask and it becomes contaminated with mucus, they should change the mask and launder it.

7. Engineering Controls

For indoor locations, using **Appendix B** or similar documentation, we identify and evaluate how to maximize, to the extent feasible, ventilation with outdoor air using the highest filtration efficiency compatible with our existing ventilation system, and whether the use of portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems, would reduce the risk of transmission by ensuring implementation at all University property. The University refers to the CDPH's Interim Guidance for Ventilation, Filtration, and Air Quality in Indoor Environments as needed.

8. Cleaning and Disinfecting

We implement the following cleaning and disinfection measures for frequently touched surfaces and objects, such as doorknobs, elevator buttons, equipment, tools, handrails, handles, controls, phones, headsets, and bathroom surfaces: CHSU engages a professional cleaning service that cleans and disinfects the facilities daily Monday – Friday, or more as needed. For phones and headsets, disinfection wipes or spray are made available for individuals to clean their own assigned devices regularly.

9. Hand Sanitizing

To implement effective hand sanitizing procedures, we:

- Evaluating handwashing facilities.
- Determining the need for additional facilities.
- Encouraging and allowing time for student handwashing.
- Providing students with an effective hand sanitizer, and prohibit hand sanitizers that contain methanol (i.e., methyl alcohol).
- Encouraging students to wash their hands for at least 20 seconds each time.
- It is also suggested that everyone wash their hands as they enter and leave various on-campus spaces and before eating.
- Have posted signage throughout campus.
- Hand washing and sanitizing supplies are checked regularly by CHSU's janitorial service.

10. Personal Protective Equipment (PPE) Used to Control Students' Exposure to COVID-19

On-site at CHSU, we evaluate the need for PPE (such as gloves, goggles, and face shields) and provide such PPE as needed. When members of the CHSU community are on-site at affiliated healthcare institutions they are required to follow the protocols for use of PPE in place at such facility.

a. Respirators

Upon request, we provide respirators of the correct size for voluntary use to all students who are working indoors or in vehicles with more than one person. We provide training on how to use the respirators.

We provide and ensure use of respirators in compliance with section 5144 when deemed necessary by Cal/OSHA.

CHSU or a clinical/experiential site will provide and ensure use of eye protection and respiratory protection when students are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

a. Gloves

Healthcare workers and others in high-risk areas should use gloves as part of PPE, but according to the CDC, gloves are not necessary for general use and do not replace good hand hygiene. If a task or on campus area DID NOT require gloves prior to the pandemic, gloves are not required now. If a task or on campus area (e.g. laboratory) required a specific type of gloves as PPE prior to the pandemic, those requirements remain in place.

Lab gloves should not be worn in common areas.

Washing hands often is considered the best practice for common everyday tasks.

b. Goggles/Face Shields

The University is monitoring evolving guidance related to the use of face shields and may provide them where advisable. CHSU students do not need to wear goggles or face shields as part of general activity on campus. Laboratories may require specific PPE, and those guidelines must be followed. Good hand hygiene and avoiding touching the face are generally sufficient for non-healthcare environments.

11. All Other Personal Protective Equipment (PPE)

All other types of personal protective equipment (PPE) required for a specific task or specific on campus area (e.g. laboratory) should not be altered or substituted due to the pandemic without consultation with University Operations. For labs, rules remain in effect to remove all PPE prior to leaving the lab. PPE must not be shared, e.g., gloves, goggles and face shields.

12. Testing of Symptomatic Students

We make COVID-19 testing available, by referral to community resources or providing an at-home test, at no cost to all students who had close contact on campus. Students are required to utilize no-cost testing and/or testing covered by insurance prior to submission of reimbursement of any out-of-pocket costs.

J. Investigating and Responding to COVID-19 Cases

We have developed effective procedures to investigate COVID-19 cases that include seeking information from our employees and students regarding COVID-19 cases, close contacts, test results, and onset of symptoms. This is accomplished by using the **Appendix C: Investigating COVID-19 Cases** form or similar documentation.

We comply with requirements for notice within one business day after receiving knowledge of a COVID-19 case to students of a possible workplace exposure and close contact exposure by providing a letter to the employee's email or via text message in a language and format the employee can understand. The notices comply with current public health guidance.

Close contacts and exposed workers are those that meet the definitions set by the ETS. Students that had a close contact are offered COVID-19 testing at no cost, except for COVID-19 cases who were allowed to return to work per our return-to-work criteria and have remained free of symptoms for 90 days after the initial onset of symptoms, or for cases who never developed symptoms, for 90 days after the first positive test.

Students must follow the practice site's direction and all CHSU processes as identified in this document. The practice site's direction takes precedent; any students who have rotations at CHSU should follow the processes in this CPP.

K. System for Communicating

Our goal is to ensure that we have effective two-way communication with our students, in a form they can readily understand, and that it includes the following information:

- a. Who students should report COVID-19 symptoms and possible hazards to, and how.
- b. That students can report symptoms and hazards without fear of reprisal.
- c. How students with medical or other conditions that put them at increased risk of severe COVID-19 illness can request accommodations.
- d. Access to COVID-19 testing, when testing is required, unless tests are provided by the University. The University will provide information regarding local testing options.
- e. The COVID-19 hazards students (including other students and individuals in contact with our campus) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.
- f. Confidential medical information will not be released (e.g., names of positive cases on the campus).

Information regarding COVID-19 symptoms, exposures, diagnosis, hazards, and/or any other questions or concerns regarding University response to COVID-19 should be directed to Carlita Romero-Begley, Vice President of Human Resources at cromerobegley@chsu.edu, HR@chsu.edu.

Note: Additional communication requirements may apply depending upon the severity of outbreak. See **Appendix F for Multiple COVID-19 Infections and Outbreak Procedures**. See **Appendix G for Major Outbreak Procedures**.

L. Training and Instruction

We will provide effective training and instruction that includes:

- a. Our COVID-19 policies and procedures to protect students from COVID-19 hazards, and how to participate in the identification and evaluation of COVID-19 hazards;
- b. The fact that:

- i. COVID-19 is an infectious disease that can be spread through the air.
 - ii. COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - iii. An infectious person may have no symptoms.
- c. The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19 and are most effective when used in combination.
- d. The right of students that are not fully vaccinated to request a respirator for voluntary use, without fear of retaliation, and our policies for providing the respirators.
- e. The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when students do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled;
- f. Proper use of face coverings and the fact that face coverings are not respiratory protective equipment, COVID-19 is an airborne disease. N95s and more protective respirators protect the users from airborne disease while face coverings primarily protect people around the user.
- o The conditions where face coverings must be worn on campus..
 - o That face coverings are additionally recommended outdoors for people who are not fully vaccinated if six feet of distance cannot be maintained.
 - o Students can request face coverings and can wear them on campus regardless of vaccination status and without fear of retaliation.
- g. COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to campus if the student has COVID-19 symptoms.
- h. Information on the CHSU's COVID-19 policies; how to access COVID-19 testing and vaccination; and the fact that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness or death.

Appendix D: COVID-19 Training Roster or similar protocol will be used to document this training.

M. Exclusion of COVID-19 Cases and Students Who Had a Close Contact

Where we have a COVID-19 case or close contact on our campus, we limit transmission by complying with the applicable and federal, state, or local agencies regarding exclusions from campus, including consideration of vaccine status, booster status, symptomatic status, and length of exclusion. Such guidance incorporates California Department of Public Health guidance on exclusions and can change over time. Accordingly, specific requirements for exclusion are not included here but will be explained in notices of exposure provided to students who are exposed to COVID-19 on campus. .

N. Reporting, Recordkeeping, and Access

It is our policy to:

- a. Report information about COVID-19 cases and outbreaks on campus to the local health department whenever required by law, and provide any related information requested by the local health department.
- b. Make our written COVID-19 Prevention Program available to students.
- c. Use the **Appendix C: Investigating COVID-19 Cases**, or similar form, to keep a record of and track all COVID-19 cases.

O. Return-to-Campus Criteria for Students Excluded from Campus

Those excluded from campus due to COVID-19 diagnosis, positive test or exposure may return to campus based on applicable guidance from federal, state, and local agencies. Such guidance on exclusions can change over time. Return-to-campus criteria will be explained to students excluded from campus based on current guidance, as it may change from time to time.

P. Visitors & Vendors

Vendors under contract with CHSU to provide services indoors where the vendor's workers (either employees or 1099 contractors) are on campus for more than 15 minutes at a time are required to:

1. document the vaccination status of all employees and independent contractors who work on any property managed by CHSU by reviewing each vaccinated worker's COVID-19 vaccine card and recording vaccination status for each worker;
2. send only vaccinated workers to provide services at CHSU properties;
3. continue to implement the above protocols for all new employees and new independent contractors;
4. not send workers experiencing symptoms of COVID-19 to any property managed by CHSU, regardless of vaccination status;
5. notify Ms. Carlita Romero-Begley or Mr. Jimmy Dunn immediately if the Company becomes aware that any member of their workforce has tested positive for COVID-19 and has come into close-contact with any CHSU employee; and
6. update their COVID-19 Prevention Program and be in full compliance with the CalOSHA emergency temporary standards (and Federal OSHA standards if applicable), including masking, ventilation of office buildings, screening and contact tracing protocols.

Q. Addressing Non-Compliance

Failure to comply with the CHSU COVID-19 Prevention Program (CPP) outlined in this document places our community at risk for spreading the virus, which could endanger community health and result in further disruption of educational activities and research. University Operations has the authority to shut down facilities and activities that are noncompliant with these health and safety precautions.

Every member of our community is empowered to request compliance with the CHSU COVID-19 Prevention

Program (CPP) set forth here and in other University communications.

Those who encounter employee or student noncompliance with the CHSU COVID-19 Prevention Program (CPP), may notify the University through Carlita Romero-Begley, Vice President for Human Resources at cromerobegley@chsu.edu, HR@chsu.edu, or by Microsoft Teams communications or the appropriate college Office of Student Affairs, respectively.

Repeated or serious noncompliance with the CHSU COVID-19 Prevention Program (CPP) will result in suspended facility access for a period of time and corrective and/or disciplinary action dependent on the severity and frequency of the infraction. Human Resources and/or Student Affairs must be consulted regarding any proposed corrective and/or disciplinary action for employees or students, respectively.

R. Information Regarding Use of This Document

To the extent that anything in this CHSU COVID-19 Prevention Program (CPP) document conflicts with another CHSU policy, this document shall govern. Nothing in this document is intended to violate any applicable law, regulation or public health guidance. To the extent that anything in this document conflicts with changes in law, regulation, or public health guidance, we will follow the law, regulations, and/or public health guidance as appropriate.



July 29, 2022

Carlita Romero-Begley,
Vice President of Human Resources

Date

Student Acknowledgment of Receipt

I hereby acknowledge receipt of this COVID-19 Prevention Program (CPP). The CPP describes important information about my educational environment. I understand and agree that it is my responsibility to read and comply with the policies in the CPP. I understand that I should consult my Office of Student Affairs regarding any questions not answered in this document or to bring to their attention any COVID-19 related hazards, questions or concerns. I understand that CHSU can change all policies or practices in the CPP at any time.

I have read, understand, and agree to follow the policies and procedures contained in the CPP.

Student Signature: _____

Date: _____

Printed Student Name: _____

Student ID: _____

Appendix A: Identification of COVID-19 Hazards

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, trainings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing stationary work.

Person conducting the evaluation:

Date:

Name(s) of employee and authorized employee representative that participated:

Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls

Appendix B: COVID-19 Inspections

Date:

Name of person conducting the inspection:

Work location evaluated:

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Ventilation* (amount of fresh air and filtration maximized)			
Additional room air filtration*			
Administrative			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
PPE (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			

*Identify and evaluate how to maximize ventilation with outdoor air; the highest level of filtration efficiency compatible with the existing ventilation system; and whether the use of portable or mounted HEPA filtration units, or other air cleaning systems, would reduce the risk of COVID-19 transmission. Review applicable orders and guidance from the State of California and local health departments related to COVID-19 hazards and prevention have been reviewed, including the CDPH Interim Guidance for Ventilation, Filtrations, and Air Quality in Indoor Environments and information specific to your industry, location, and operations. We maximize the quantity of outside air provided to the extent feasible, except when the United States Environmental Protection Agency (EPA) Air Quality Index is greater than 100 for any pollutant or if opening windows or maximizing outdoor air by other means would cause a hazard to employees, for instance from excessive heat or cold.

Appendix C: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or persons with COVID-19 symptoms, and any employee required medical records will be kept confidential unless disclosure is required or permitted by law. Un-redacted information on COVID-19 cases will be provided to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH) immediately upon request, and when required by law.

Date:

Name of person conducting the investigation:

Name of COVID-19 case (employee or non-employee*) and contact information:

Occupation (if non-employee*, why they were in the workplace):

*If we are made aware of a non-employee COVID-19 case in our workplace

Names of employees/representatives involved in the investigation:

Date investigation was initiated:

Locations where the COVID-19 case was present in the workplace during the high-risk exposure period, and activities being performed:

Date and time the COVID-19 case was last present and excluded from the workplace:

Date of the positive or negative test and/or diagnosis:

Date the case first had one or more COVID-19 symptoms, if any:

Information received regarding COVID-19 test results and onset of symptoms (attach documentation):

Summary determination of who may have had a close contact with the COVID-19 case during the high-risk exposure period. Attach additional information, including:

- The names of those found to be in close contact.
- Their vaccination status.
- When testing was offered, including the results and the names of those that were exempt from testing because.
 - They were fully vaccinated before the close contact and do not have symptoms.
 - They returned to work per our return-to-work criteria and have remained symptom free for 90days or, for those that never developed symptoms, for 90 days after the initial positive test.
- The names of those that were excluded per our Exclusion of COVID-19 Cases and Employees who had a Close Contact requirements.

- The names of those exempt from exclusion requirements because:
 - They were fully vaccinated before the close contact and did not develop COVID-19 symptoms.
 - They returned to work per our return-to-work criteria and have remained symptom free for 90 days or, for those that never developed symptoms, for 90 days after the initial positive test.

Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:

1. All employees who were in close contact
2. Their authorized representatives (If applicable, the notice required by Labor Code section 6409.6(a) (2) and (c))

Names of employees that were notified:	Names of their authorized representatives:	Date

Independent contractors and other employers present at the workplace during the high-risk exposure period.

Names of individuals that were notified:	Date

What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?

What could be done to reduce exposure to COVID-19?

Was local health department notified? Date?

Appendix D: COVID-19 Training Roster

Date:

Person that conducted the training:

Name	Signature

Appendix E: Documentation of COVID-19 Vaccination Status - CONFIDENTIAL

Name	Fully or Partially Vaccinated ¹	Method of Documentation ²

¹Update, accordingly and maintain as confidential medical record

²Acceptable options include:

- Employees provide proof of vaccination (vaccine card, image of vaccine card or health care documents showing vaccination status) and University maintains a copy.
- Employees provide proof of vaccination. The University maintains a record of the employees who presented proof, but not the vaccine record itself.
- Employees self-attest to vaccination status and University maintains a record of who self-attests