

## CHSU COVID-19 Prevention Program (CPP) – Employees

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## **CHSU COVID-19 Prevention Program (CPP) – Employees**

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; Dr. John Graneto, Vice President of Health Affairs, Dean of the College of Osteopathic Medicine; Dr. Mark Okamoto, Dean of the College of Pharmacy; 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, Interim Chief Financial Officer, Ashley Emerzian, Esq., General Counsel; 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 in our workplace. In addition, all administrators and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and are responsible for ensuring employees receive answers to questions about the program in a language they understand. All employees are responsible for using safe work practices, following all directives, policies, procedures, and assisting in maintaining a safe work environment. All students are also responsible for adhering to the COVID-19 response guidelines and requirements.

## **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 Employees**

Employees impacted by COVID-19 ("Impacted Employees") may either choose to use accrued but unused sick leave, accrued but unused vacation, request benefits under the Family's First Coronavirus Response Act (FFCRA), work remotely, or take unpaid time off in accordance with CHSU's Employee Leaves and Vacation Policies. Any employee needing to use sick leave, vacation, FFCRA benefits, work remotely or take unpaid time off must receive approval from the Office of Human Resources.

Impacted Employees include those who are/have:

- a. Sick;
- b. Tested positive for COVID-19, even if asymptomatic;
- c. Not sick but live in the same residence as someone who is sick and/or has tested positive for COVID-19;
- d. Not sick but is 65 years of age or older;
- e. Not sick but at increased risk for severe illness;
- f. Quarantined (including a self-imposed quarantine) due to confirmed exposure or potential exposure to COVID-19 if the quarantine is at the direction of a healthcare provider, a local, state or Federal official or at the request of the CHSU Office of Human Resources;
- g. Required to care for someone who is sick or quarantined (as described above);
- h. Has childcare or elder care responsibilities, including those resulting from school or day care closures, that prevents the employee from working a regular work schedule on-campus (note: if related employees who both work at CHSU are experiencing childcare or elder care needs they will need to coordinate time off for those responsibilities with the Office of Human Resources); and/or
- i. Has caretaker responsibilities for either someone with a serious chronic medical condition or someone aged 65+.

## **1. Support for Impacted Employees**

We understand this is a difficult and unprecedented time for many and we are here to help our entire campus community be successful.

Employees may contact the Office of Human Resources:

- a. If you are or may be an impacted employee per CHSU policy;
- b. If you need accommodations;
- c. With any questions;
- d. If you want further information about the Family's First Coronavirus Response Act (FFCRA); or
- e. If you need any assistance returning to work.

**Supervisors:** If you receive a request for accommodation from an employee you supervise, please refer the request to the Office of Human Resources immediately and as soon as possible.

**Requests from Students:** If you receive requests for accommodations or other information related to the COVID-19 response from a student, you should refer them to their college-specific Office of Student Affairs.

## **2. Obtaining Approval from HR**

Any employee meeting the above criteria who needs to use sick leave, vacation, take unpaid time off or work remotely from home must email Carlita Romero-Begley for approval and coordination with their immediate supervisor.

Any questions regarding this policy should be directed to Carlita Romero-Begley, Vice President for Human Resources at [cromerobegley@chsu.edu](mailto:cromerobegley@chsu.edu), [HR@chsu.edu](mailto:HR@chsu.edu), or by Microsoft Teams communication.

## **3. Employees Temporarily Working Remotely from Home**

Impacted employees who are temporarily working remotely must abide by the following policies and procedures:

**University Policies & Procedures:** All CHSU policies and procedures remain in place regardless of whether the employee is working from home. Contracted employees are still subject to the terms of their written employment agreements.

**Hourly Employees:** If the employee is an hourly worker, they must continue to clock in and out for their shift (including for meal periods) and must continue to take appropriate rest breaks and meal periods as normal. Paylocity can be accessed remotely via the internet or via a cell phone app. Off the clock work is not permitted and overtime must be authorized in writing by a supervisor in advance.

**Communication:** All employees must communicate and collaborate regularly with their supervisors, co-workers and other departments on campus as typically required for their job duties. Employees should utilize the University's internet platforms, including email, Office 365 applications, video and phone conferencing, to achieve these goals. In some cases, it may be necessary to stagger or coordinate work schedules and/or on-campus work time in order to ensure productivity and that deadlines are met.

**Laptops:** All employees must conduct University business on a University laptop or other University device. Employees working remotely who do not have a University laptop should contact the Office of Human Resources to receive a loaner laptop or to make alternative arrangements.

**Internet & Cell Phone Service:** Costs for home internet, a mobile hot spot and/or cell phone service (collectively, "Technology Costs") when temporarily working remotely will be reimbursed as required by law. The Business Office will provide further instruction on expense reimbursements for Technology Costs. If an employee needs to work remotely and does not have home internet, a mobile hot spot and/or cell phone service, that employee should contact the Office of Human Resources to make alternative arrangements.

**Virtual Private Network ("VPN") Access:** Employees who need to access the University's technology platforms through a VPN must request access from [support@chsu.edu](mailto:support@chsu.edu).

**Office Supplies:** If an employee needs office supplies to work remotely from home, please contact the Office of Human Resources to coordinate a time to gather the necessary supplies they need. The University will not reimburse expenses for office supplies absent an emergency.

**Other Expenses Incurred:** If an employee believes they need to incur additional expenses in order to temporarily work remotely, they must request advanced approval from the Office of Human Resources. Expenses that are not approved in advance will not be reimbursed.

#### **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.

Employees with questions, in need of further assistance or an accommodation should contact Carlita Romero-Begley, Vice President for Human Resources at [cromerobegley@chsu.edu](mailto:cromerobegley@chsu.edu), [HR@chsu.edu](mailto:HR@chsu.edu), or by Microsoft Teams communications to help determine the options best suited for their needs.

Employees can also utilize the CHSU Employee Assistance Program ("EAP"). Employees can access information about the EAP by phone at 1-800-854-1446 (multi-lingual) or on the internet at <https://www.unum.com/employees/services/life-balance>.



## **E. Employee Travel**

The public health guidance regarding travel restriction is subject to change based on available data. CHSU will impose travel quarantines in alignment with public health agency guidance applicable to our geographic location. Employees with questions about travel quarantines should contact Carlita Romero-Begley, Vice President for Human Resources at [cromerobegley@chsu.edu](mailto:cromerobegley@chsu.edu), [HR@chsu.edu](mailto:HR@chsu.edu), or by Microsoft Teams communications

## **F. Restrictions on Essential Travel**

Approval in writing, from the President's or applicable Dean's Office is required for essential University-sponsored travel.

- a. Essential faculty travel is defined as travel that is required—and cannot be postponed—in order to preserve the safety of a patient/research subject or the results of research activity.
- b. Essential student and trainee (clinical and non-clinical) travel is defined as that which cannot be postponed and is necessary to meet a graduation requirement.

## **G. Restrictions on Non-Essential Travel**

- a. CHSU is restricting all non-essential University-sponsored travel—both domestic and international.
- b. This policy includes Faculty, Staff and Students
- c. Travel to attend academic conferences is considered non-essential.
- d. We realize that many of you are evaluating attendance at academic conferences this coming academic year.
- e. If the restrictions based on health and safety have been modified, then travel to conferences may be permissible by exception, with recommendations from your Dean to seek President's approval. It will be important to balance fiscal considerations while supporting the professional development of our faculty, staff, and learners.

**Travel within the U.S.:** According to the CDC, COVID-19 cases and deaths have been reported in all 50 states, and the situation is constantly changing. Because travel increases your chances of getting infected and spreading COVID-19, staying home is the best way to protect yourself and others from getting sick. Visit the [Considerations for Travelers—Coronavirus in the US](#) page on the CDC website for more details to help you determine travel plans within the U.S.

**International Travel:** According to the CDC, there is widespread, ongoing transmission of novel coronavirus worldwide and the CDC recommends that travelers avoid all nonessential travel to all global destinations. Visit the [Global COVID-19 Pandemic Notice](#) page on the CDC for more details. If you have traveled internationally in the past 14 days, stay home and monitor your health.

## H. 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](#).

## I. 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. Specifically, we will conduct workplace evaluations using **Appendix A: Identification of COVID-19 Hazards**, or similar form, that consist of the following:

- a. Identification of places and times when people may gather or come into contact with one another (such as during meetings, trainings, entrances, bathrooms, hallways, etc.).
- b. Campus exposure. Consideration will be taken with regard to how employees enter, leave, and travel through campus.
- c. Review of COVID-19 protocols in place. We will periodically review the existing COVID-19 protocols in place to ensure these practices continue to meet the needs of CHSU.
- d. Periodic inspections. We will conduct periodic inspections using **Appendix B: COVID-19 Inspections**, or similar for, to identify any new potential hazards on campus and to ensure compliance with our COVID-19 Prevention Program.
- e. Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the Fresno County Public health department related to COVID-19 hazards and prevention.

**Employee Participation:** Employees are encouraged to participate in the identification and evaluation of COVID-19 hazards by: contacting Carlita Romero-Begley to share information regarding potential COVID-19 hazards and/or information on how to assist with such hazards.



## **J. Correction of COVID-19 Hazards**

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

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.

## **K. Control of COVID-19 Hazards**

### **1. Screening**

Sick employees are not permitted on CHSU facilities and will be sent home. It is essential that employees do not report to work if they are experiencing symptoms related to COVID-19. The University is following the applicable public health guidelines by requiring all employees and students to self-screen for COVID-19 symptoms prior to coming to campus. **For the purpose of this order:**

- a. Febrile respiratory illness is defined as “a new or worsening episode of either cough or shortness of breath, presenting with fever (temperature 38 degrees C or 100.4 degrees F or higher) or chills in the previous 24 hours;”
- b. Close contact is defined as “someone who has spent 15 minutes or more time within 6 feet or less of the index person;”
- c. Isolation is defined as “separation of sick people with a contagious disease from people who are not sick;”
- d. Quarantine is defined as “separation and restricts the movement of people who were exposed to a contagious disease to see if they become sick;”
- e. Social distancing is defined as “maintain a six-foot separation from all persons except for family members;” and
- f. Symptoms of COVID-19:
  - i. Fever or chills
  - ii. Cough
  - iii. Shortness of breath or difficulty breathing
  - iv. Fatigue
  - v. Muscle or body aches
  - vi. Headache
  - vii. New loss of taste or smell
  - viii. Sore throat
  - ix. Congestion or runny nose
  - x. Nausea or vomiting
  - xi. Diarrhea

It is possible that new or different symptoms of COVID-19 may be issued by public health agencies. Students and employees should monitor CDC and California Department of Public Health guidance to keep abreast of COVID-19 symptoms.

## 2. Instructions for Using the CHSU Self-Screening Tool

Daily, all employees and students coming to the CHSU campus must complete the steps below. Failing to take the self-screening survey (regardless of vaccination status), including checking your temperature, prior to entering campus not only puts yourself at risk but also our entire CHSU community.

- a. Access the CHSU self-screen tool online at <https://chsu.edu/self-screen> or by clicking [here](#):
- b. Self-screen for COVID-19 symptoms prior to arriving on campus.
- c. If you are showing symptoms and/or the [CHSU self-screen tool](#) says you cannot enter campus, you must:
  - i. Stay home and do not come to campus.
  - ii. Notify the Office Human Resources at [cromerobegley@chsu.edu](mailto:cromerobegley@chsu.edu), [HR@chsu.edu](mailto:HR@chsu.edu), or via Microsoft Teams communications.
  - iii. Notify your supervisor.
  - iv. Contact your medical provider.
  - v. Determine if you need to get tested for COVID-19 based on guidance from a healthcare provider; guidelines from local, state or federal officials; or at the request of the CHSU Office of Human Resources.
  - vi. Find a COVID-19 testing site [here](#).
- d. You must notify HR when the CHSU self-screen tool says you cannot enter campus, meaning you are showing symptoms and/or you have potentially been exposed to COVID-19.
- e. If you screened clear, upon entering the campus, please wash your hands.

If an employee is experiencing any symptoms and/or tests positive for COVID-19 or is exposed to someone who tests positive for COVID-19, the employee is required to notify Carlita Romero-Begley, Vice President for Human Resources at [cromerobegley@chsu.edu](mailto:cromerobegley@chsu.edu), [HR@chsu.edu](mailto:HR@chsu.edu), or by Microsoft Teams communication.

The Fresno County Department of Public Health offers a list of COVID-19 testing centers [here](#).

Also find [Kaiser testing site information](#) and [Anthem Blue Cross testing information](#).

Information regarding health plan coverage of COVID-19 testing is available [here](#).

## 3. Physical (Social) Distancing

Keeping space between yourself and others is one of the best tools we have to avoid being exposed to the COVID-19 and to slow its spread. Since people can spread the virus before they know they are sick, it is important that they stay away from others when possible, even if they have no symptoms. Markers have been placed in lobbies and classrooms with two doors to identify appropriate distancing. Plexiglass partitions have been installed in the lobbies and between cubicles.

Physical distancing is important for everyone—and required by the University—especially to help protect people who are at higher risk of getting very sick. Everyone on campus is expected to follow social distancing practices, including:

- a. Maintaining at least 6 feet (about 2 arms length) from other people whenever possible;
- b. Abiding by posted room occupancy and table seating restrictions;
- c. Not gathering in groups;
- d. Staying out of crowded places and avoiding large gatherings;
- e. Engaging in noncontact methods of greetings that avoid handshakes;
- f. Staggering breaks and meal times during the day; and
- g. Using designated areas and maintaining at least 6 feet of separation for meals.

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved. Importantly, a mask is not a substitute for social distance – both a mask and social distancing are required.

**PHYSICAL DISTANCING DOES NOT PERMIT EXCEPTIONS TO FACE COVERINGS REQUIREMENTS.**

**4. Face Coverings**

Everyone on the CHSU campus must wear a face mask as REQUIRED in all common areas, including: classrooms, hallways, restrooms, conference rooms, break rooms, study rooms (with more than one person), shared offices, cubicles, etc., publicly accessed places, and outdoors where physical distancing is unlikely or not possible.

CHSU has issued a cloth face mask to employees and students. While cloth face masks may help prevent the spread of COVID-19, be advised these masks are not as effective as social distancing. CDC information regarding proper mask wearing and cleaning has been posted throughout our campus as reminders.

The following are exceptions to the use of face coverings in our workplace:

- a. When an employee is alone in a room;
- b. While eating and 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 possible;
- c. Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders;
- d. Employees 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. Alternatives will be considered on a case-by-case basis; and
- e. Specific tasks that cannot feasibly be performed with a face covering, where employees will be kept at least six feet apart.

Any employee not wearing a face covering, face shield with a drape or other effective alternative, or respiratory protection, for any reason, shall be at least six feet apart from all other persons unless the unmasked employee is tested at least twice weekly for COVID-19. Importantly, a social distance is not a substitute for a mask – both a mask and social distancing are required.

**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.**

**USE OF A FACE COVERING DOES NOT EXEMPT ANYONE FROM THE PHYSICAL DISTANCING REQUIREMENTS.**

## **5. Use and Care of Face Coverings**

When putting on a face covering/disposable mask, people should:

- i. Wash hands or use hand sanitizer prior to handling the face covering/disposable mask;
- ii. Ensure the face covering/disposable mask fits over the nose and under the chin;
- iii. Situate the face covering/disposable mask properly with nose wire snug against the nose (where applicable);
- iv. Tie straps behind the head and neck or loop around the ears;
- v. Avoid touching the front of the face covering/disposable mask; and
- vi. Try to avoid adjusting the mask during the day and wash hands/use sanitizer after any adjustments.

When taking off a face covering/disposable mask, people should:

- i. Avoid touching their eyes, nose, or mouth;
- ii. Loop their finger into the strap and pull the strap away from the ear or untie the straps; and
- iii. Wash hands immediately after removing.

## **6. Care, Storage and Laundering of Face Coverings**

- i. People should keep face coverings/disposable mask stored in a paper bag when not in use;
- ii. Cloth face coverings may not be used more than one day at a time and must be washed after use;
- iii. Cloth face coverings should be hand washed or laundered with regular soap or clothing detergent before first use and after each shift;
- iv. Cloth face coverings should be replaced immediately if soiled, damaged (e.g. ripped, punctured), or visibly contaminated; and
- v. Disposable masks must not be used for more than one day and should be placed in the trash after your shift or if they are soiled or damaged (i.e. stretched ear loops, torn or punctured material), or visibly contaminated.

## **7. 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 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.

## **8. 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.

## **9. Engineering Controls**

We implement the following measures for situations where we cannot maintain at least six feet between individuals: (a) when weather and air quality permits, we increase outside air to the maximum extent possible; and (b) air filters are changed quarterly.

## **10. Cleaning and Disinfecting**

Campus facilities is conducting enhanced cleaning and disinfection of classrooms, conference rooms, and workstations based on CDC guidance. Several times daily, additional cleaning of high-touch points (doorknobs, push-bars, and public areas) is conducted.

Employees with offices must leave their door open in order to have cleaning staff clean their office areas.

## **11. Shared Tools, Equipment and Personal Protective Equipment (PPE)**

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected by the users both before and after use.

## **12. Hand Sanitizing**

Everyone should wash their hands often with soap and warm water for at least 20 seconds, especially after they have been in a public place or after blowing their nose, coughing, sneezing, or touching their face. It is also suggested that everyone wash their hands as they enter and leave various on-campus spaces and before eating. People should also avoid touching their eyes, nose, and mouth.

If soap and water are not readily available, people can use a hand sanitizer that contains at least 60% alcohol. They should cover all surfaces of their hands and rub them together until they feel dry.

In order to implement effective hand sanitizing procedures we have:

- a. Have posted signage throughout campus; and
- b. Placed hand sanitizer throughout all campus facilities;

Hand washing and sanitizing supplies are checked regularly by CHSU's janitorial service.

## **13. Personal Protective Equipment (PPE) Used to Control Employees' Exposure to COVID-19**

On-site at CHSU, we evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, 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.

When it comes to respiratory protection, CHSU evaluates the need at our facilities in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained.

We provide and ensure use of eye protection and respiratory protection in accordance with section 5144 when employees 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 employees 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.

### **14. 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.

## **L. Investigating and Responding to COVID-19 Cases**

Individuals who test positive will be provided guidance regarding self-isolation, monitoring of symptoms, and timeframes for returning to work. They also will be asked a series of questions as part of our contact tracing process to help determine if others may have been exposed in the workplace/learning environment.

Employees and students who may have had **CLOSE contact** (less than six feet apart for more than 15 minutes) with a COVID-19-positive person in the workplace will be:

- a. Notified without being told the identity of the employee or student;
- b. Advised to self-quarantine for a period determined by the time of the initial exposure;
- c. Offered COVID-19 testing at no cost during their working hours; and
- d. Provided information on the benefits described in the COVID-19 Training and Instruction and Exclusion of COVID-19 Cases sections below.

Employees and students who had **close contact** (less than six feet apart for more than 15 minutes) with a symptomatic or confirmed COVID-19 person but themselves do not have any symptoms, need to self-isolate for 14 days.

People who **did NOT have close contact** with a **symptomatic or confirmed COVID-19 person**, can return to work, follow all masking social distancing requirements and self-monitor for signs/symptoms of infection and should leave work immediately if they start to feel ill.

## 1. Protocols for COVID-19 Exposure in Clinical Environments/Rotations

Employees must follow the practice site's direction and all CHSU processes as identified in this document. Please refer to Protocols for Confirmed COVID-19 Case(s) on Campus.

## 2. Cleaning Following Known or Suspected COVID-19 Exposure

In the event there is known or suspected COVID-19 exposure on campus, CHSU will follow the CDC guidelines on deep cleaning and disinfecting the building or facility if someone is sick:

- a. **Close off areas** used by the person who is sick.
  - i. Do not necessarily need to close operations, if they can close off affected areas.
- b. **Open outside doors and windows** to increase air circulation in the area.
- c. **Wait 24 hours** before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
- d. Clean and disinfect **all areas used by the person who is sick**, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and ATM machines.
- e. Vacuum the space if needed. Use vacuum equipped with high-efficiency particular air (HEPA) filter, if available.
  - i. **Do not vacuum a room or space that has people in it.** Wait until the room or space is empty to vacuum, such as at night, for common spaces, or during the day for private rooms.
  - ii. Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
- f. Once area has been **appropriately disinfected, it can be opened for use.**
  - i. Workers **without close contact** with the person who is sick can return to work immediately after disinfection.
- g. If **more than 7 days** since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
  - i. Continue routine cleaning and disinfection. This includes everyday practices that businesses and communities normally use to maintain a healthy environment.

## M. System for Communicating

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

- a. Who employees should report COVID-19 symptoms and possible hazards to, and how.
- b. That employees can report symptoms and hazards without fear of reprisal.
- c. Our procedures or policies for accommodating employees with medical or other

- conditions that put them at increased risk of severe COVID-19 illness.
- d. When testing is not required, how employees can access COVID-19 testing.
  - e. In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.

Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.

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](mailto:cromerobegley@chsu.edu), [HR@chsu.edu](mailto:HR@chsu.edu).

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

## **N. Training and Instruction**

We will provide effective training and instruction that includes:

- a. Our COVID-19 policies and procedures to protect employees from COVID-19 hazards;
- b. Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws;
- c. Information regarding 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.
- d. Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings;
- e. The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective;
- f. The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled;
- g. Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering; and
- h. COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

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

**This mandatory training will be provided during:**

- a. New employee orientation;
- b. Student orientation; and
- c. Scheduled times for current employees and students, as determined and communicated.

**O. Exclusion of COVID-19 Cases**

Where we have a COVID-19 case in our workplace, we will limit transmission by:

- a. Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met;
- b. Excluding employees with COVID-19 exposure from the workplace for 14 days after the last known COVID-19 exposure to a COVID-19 case;
- c. Providing employees with leave, including maintaining earnings and benefits during such leave, as required by law and CHSU policy; and
- d. Providing employees at the time of exclusion with information on available benefits.

**P. Reporting, Recordkeeping, and Access**

It is our policy to:

- a. Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- b. Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- c. Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- d. Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- e. Use the **Appendix C: Investigating COVID-19 Cases**, or similar form, to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

## **Q. Return-to-Work Criteria**

Individuals may **return to work** as described below.

- a. COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
  - i. At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
  - ii. COVID-19 symptoms have improved.
  - iii. At least 10 days have passed since COVID-19 symptoms first appeared.
- b. COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
- c. A negative COVID-19 test will not be required for an employee to return to work.
- d. If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 10 days from the time the order to isolate was effective, or 14 days from the time the order to quarantine was effective.

## **R. Guidance for Use of Campus Facilities**

### **1. Entry/Exit**

Building access will continue to be restricted until further notice. A CHSU card/badge is required for entry to all buildings, and employees may not hold or prop open exterior doors for any other person. Departments should identify usable building access points and coordinate arrival and departure times of staff to reduce congestion. Visitors and guests are not allowed on campus during this time without prior approval from either the appropriate college Dean or the Office of Human Resources.

Where practical, some doors will be designated and marked “entrance” or “exit” only. All employees on campus are asked to follow these directives.

### **2. Research Laboratories (Non-Clinical and Non-Instructional)**

Faculty and students utilizing the CHSU laboratories should follow the posted maximum occupancy and table seating restrictions. Proper laboratory safety equipment and personal protective equipment (PPE) should continue to be utilized in the labs.

Recommended best practices include alternate schedules to minimize density, having employees be present only for the amount of time specifically required to conduct experiments, and physically labeling space separations in lab areas.

Refer to the CHSU Laboratory Safety Policy and COVID-19 addendum for more details [here](#).

### **3. Office Environments**

All CHSU employees and students working or learning on campus must maintain social distancing practices (maintain at least 6 feet distance). Density is determined by useable floor/workspace with adequate distance or physical separation. Maximum room occupancy and table seating has been posted for each shared space, including copy/work rooms, breakrooms, and conference rooms. Occupants must wear a face covering unless in a single office with closed door or when eating in designated locations.

Safe social distancing and individual responsibility are required for shared spaces such as kitchens and break/conference rooms. Refrigerators, microwaves, coffee machines, etc. may be used, but they are an individual responsibility, and hand cleaning before and after use is required.

While daily cleaning of high contact touch points will be completed by janitorial staff (with additional cleaning of high touch points such as stairwell and room door handles and elevator buttons), everyone is responsible for their own work and/or learning environments including equipment that they use.

### **4. Virtual Meetings and Communications**

Convening in groups increases the risk of viral transmission. Communications amongst colleagues and with supervisors in virtual meetings should be the norm and conducted using the extensive range of available technology and collaboration tools (i.e., email, telephone, Microsoft Teams, WebEx, Zoom, etc.).

In-person meetings are limited to the restrictions of local, state, and federal orders and should maintain a minimum of 6 feet of separation for social distancing requirements. Employees should follow the posted guidance on maximum capacity and table seating restrictions per room.

University Operations has removed and/or rearranged chairs and tables or added visual cue marks in meeting rooms to support social distancing practices between attendees. Employees and students should not remove or rearrange the tables and chairs.

### **5. Restrooms**

Use of restrooms should be limited based on size to ensure at least 6 feet distance between individuals.

Individuals should follow posted guidance on maximum capacity and wash their hands thoroughly (for at least 20 seconds with soap and water) afterward to reduce the potential transmission of the virus.

### **6. Elevators / Stairwells / Hallways**

Everyone on campus should limit density to the posted maximum capacity in elevators, with each person occupying a corner.



Individuals should press elevator buttons with another object, their knuckle, their elbow, etc., if possible.

Social distancing, wearing face coverings, and directional signs should be closely followed in elevators, stairwells and hallways.

Everyone should wash hands or use hand sanitizer with at least 60% alcohol upon departing the elevator, stairwells, or hallways.

## **7. Meals**

Before and after eating, everyone should wash their hands thoroughly to reduce the potential transmission of the virus. If dining on campus, individuals should wear a mask or face covering until they are ready to eat and then replace it afterward.

Employees are encouraged to eat outside or in their individual offices, if possible. When eating in designated break rooms or lounges, employees must always maintain 6 feet distance between themselves and others and adhere to room and table seating maximum occupancy signs. Individuals should not sit facing one another. They should only remove their mask or face covering in order to eat, then put it back on.

Tables and chairs have been removed or rearranged, maximum room capacity and table seating signs are posted, and visual cue marks have been added in employee break rooms and student lounges to support social distancing practices. Individuals should wash their hands and wipe all surfaces, including tables, refrigerator handles, coffee machines, etc. before and after using them in common areas.

## **S. 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](mailto:cromerobegley@chsu.edu), [HR@chsu.edu](mailto: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.

**T. 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.



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**Carlita Romero-Begley,**  
**Vice President of Human Resources**

March 9, 2021

**Date**

**Employee Acknowledgment of Receipt**

I hereby acknowledge receipt of this COVID-19 Prevention Program (CPP). The CPP describes important information about my employment. 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 Carlita Romero-Begley, Vice President of Human Resources, 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.

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Employee Name: \_\_\_\_\_

**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, 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, students, or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

**Full Name and Title of person conducting the evaluation:**

**Date:**

**Full 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, including barriers, partitions and ventilation

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, including barriers, partitions and ventilation

**Appendix B: COVID-19 Inspections**

**Date:**

**Full Name and Title of person conducting the inspection:**

**Work location evaluated:**

<b>Exposure Controls</b>	<b>Status</b>	<b>Person Assigned to Correct</b>	<b>Date Corrected</b>
<b>Engineering</b>			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
<b>Administrative</b>			
Physical distancing			
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			
PPE (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			



**Appendix C: Investigating COVID-19 Cases**

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

**Date:**

**Full Name and Title of person conducting the investigation:**

**COVID-19 Case Investigation Information**

<b>Name of infected person:</b>		<b>Occupation (if non-employee, why they were in the workplace):</b>	
<b>Location where employee worked (or non-employee was present in the workplace):</b>		<b>Date investigation was initiated:</b>	
<b>Was COVID-19 test offered?</b>		<b>Name(s) of individuals involved in the investigation:</b>	
<b>Date and time the COVID-19 case was last present in the workplace:</b>		<b>Date of the positive or negative test and/or diagnosis:</b>	
<b>Date the case first had one or more COVID-19 symptoms:</b>		<b>Information received regarding COVID-19 test results and onset of symptoms (attach documentation):</b>	

**COVID-19 Case Investigation Information**

<p><b>Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional information):</b></p>	
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<p><b>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:</b></p>		
<p><b>All employees who may have had COVID-19 exposure and their authorized representatives.</b></p>	<p><b>Date:</b></p>	
	<p><b>Names of employees that were notified:</b></p>	
<p><b>Independent contractors and other employers present at the workplace during the high-risk exposure period.</b></p>	<p><b>Date:</b></p>	
	<p><b>Names of individuals that were notified:</b></p>	

<b>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:</b>			
<b>What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?</b>		<b>What could be done to reduce exposure to COVID-19?</b>	
<b>Was local health department notified?</b>		<b>Date:</b>	



## **Appendix E: Multiple COVID-19 Infections and COVID-19 Outbreaks**

### **A. Multiple COVID-19 Infections and COVID-19 Outbreaks**

When the workplace has been identified by a local health department as the location of a COVID-19 outbreak or when there are three or more COVID-19 cases in an exposed workplace within a 14-day period it will be considered a COVID-19 outbreak. This section of the CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

#### **1. COVID-19 testing**

- a. We will provide COVID-19 testing to all employees in our exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period. COVID-19 testing will be provided at no cost to employees during employees' working hours.
- b. COVID-19 testing consists of the following:
  - i. All employees in our exposed workplace will be immediately tested and then tested again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
  - ii. After the first two COVID-19 tests, we will continue to provide COVID-19 testing of employees who remain at the workplace at least once per week, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected in our workplace for a 14-day period.
  - iii. We will provide additional testing when deemed necessary by Cal/OSHA.

#### **2. Exclusion of COVID-19 Cases**

We will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with our CPP Exclusion of COVID-19 Cases and Return to Work Criteria requirements, and local health officer orders, if applicable.

#### **3. Investigation of Workplace COVID-19 Illness**

We will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with our CPP Investigating and Responding to COVID-19 Cases.

#### **4. COVID-19 Investigation, Review and Hazard Correction**

In addition to our CPP Identification and Evaluation of COVID-19 Hazards and Correction of COVID-19 Hazards, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- c. Investigation of new or unabated COVID-19 hazards including:
  - i. Our leave policies and practices and whether employees are discouraged from remaining home when sick.
  - ii. Our COVID-19 testing policies.
  - iii. Insufficient outdoor air.
  - iv. Insufficient air filtration.
  - v. Lack of physical distancing.
- d. Updating the review:
  - i. Every thirty days that the outbreak continues.
  - ii. In response to new information or to new or previously unrecognized COVID-19 hazards.
  - iii. When otherwise necessary.
- e. Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We will consider:
  - i. Moving indoor tasks outdoors or having them performed remotely.
  - ii. Increasing outdoor air supply when work is done indoors.
  - iii. Improving air filtration.
  - iv. Increasing physical distancing as much as possible.
  - v. Respiratory protection.

## **5. Notifications to The Local Health Department**

- a. Immediately, but no longer than 48 hours after learning of three or more COVID-19 cases in our workplace, we will contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.
- b. We will provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status, and North American Industry Classification System code of the workplace of the COVID-19 case, and any other information requested by the local health department. We will continue to give notice to the local health department of any subsequent COVID-19 cases at our workplace.



## **Appendix F: Major COVID-19 Infections and COVID-19 Outbreaks**

### **A. Major COVID-19 Outbreaks**

When there are 20 more COVID-19 cases in the workplace within a 30-day period it will be considered a Major Outbreak. This section of the CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

#### **1. COVID-19 Testing**

We will provide twice a week COVID-19 testing, or more frequently if recommended by the local health department, to all employees present at our exposed workplace during the relevant 30-day period(s) and who remain at the workplace. COVID-19 testing will be provided at no cost to employees during employees' working hours.

#### **2. Exclusion of COVID-19 Cases**

We will ensure COVID-19 cases and employees with COVID-19 exposure are excluded from the workplace in accordance with our CPP Exclusion of COVID-19 Cases and Return to Work Criteria, and any relevant local health department orders.

#### **3. Investigation of Workplace COVID-19 Illnesses**

We will comply with the requirements of our CPP Investigating and Responding to COVID-19 Cases.

#### **4. COVID-19 Hazard Correction**

In addition to the requirements of our CPP Correction of COVID-19 Hazards, we will take the following actions:

- a. In buildings or structures with mechanical ventilation, we will filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, we will use filters with the highest compatible filtering efficiency. We will also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems would reduce the risk of transmission and implement their use to the degree feasible.
- b. We will determine the need for a respiratory protection program or changes to an existing respiratory protection program under CCR Title 8 section 5144 to address COVID-19 hazards.
- c. We will evaluate whether to halt some or all operations at our workplace until COVID-19 hazards have been corrected.
- d. Implement any other control measures deemed necessary by Cal/OSHA.

#### **5. Notifications to The Local Health Department**

We will comply with the requirements of our Major COVID-19 Infections and COVID-19 Outbreaks-Notifications to the Local Health Department.