

FRESNO UNIFIED SCHOOL DISTRICT
COVID-19 SAFETY PLAN FOR IN-PERSON INSTRUCTION

Updated March 14, 2023

1. Cal-OSHA COVID-19 Prevention Plan (“CPP”):
 - a. Authority and Responsibility
 - i. The Superintendent has the overall authority and responsibility for implementing the provisions of this CPP at the Fresno Unified School District. In addition, all Principals, managers, and supervisors are responsible for implementing and maintaining the School Safety Plan at the school sites and for ensuring employees receive answers to questions about the Covid-19 Prevention Program. The Superintendent has designated Safety Plan Officers for the specific implementation of the elements of this plan. The CPP Officers for the District is:
 - 1) Nikki Henry, Chief Information Officer Communications
Nikki.Henry@fresnounified.org (559) 457-3733
 - 2) Stacey Sandoval, Executive Director of Benefits/Risk Management
Stacey.Sandoval@fresnounified.org (559) 457-3520
 - 3) Amy Idsvoog, Executive Officer, Health Services, Safety and Emergency Response
Amy.Idsvoog@fresnounified.org (559) 457-3498
 - ii. All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.
 - iii. In the fall of 2020, the District established a COVID-19 Action Team (“CAT”) responsible for contact tracing. That team is still in place support.
 - b. System for Communicating:
 - i. The District’s shall establish effective two-way communication with employees that includes the following information:
 - 1) Employees should report COVID-19 symptoms, possible COVID-19 exposures and possible hazards to their supervisor.

- 2) Employees can report symptoms, possible exposures and hazards without fear of reprisal.
- 3) Employees can access COVID-19 voluntary testing through regional sites established with support from the California Department of Public Health through April 21, 2023. COVID over the counter home (OTC) tests have also been available at school sites and district departments for students and staff. OTC tests will continue to be available after April 21, 2023.
- 4) In the event testing is required to be provided because of a workplace exposure or outbreak, the District has information available on its website, including videos, outlining health and safety guidelines, proper handwashing, how to access additional personal protective equipment, staff resources, and vaccination and testing resources.
- 5) Following state guidelines, employees are notified and given information about COVID-19 hazards and supports in the event there is a positive exposure on their worksite

c. Identification and Evaluation of COVID-19 Hazards

- i. The District has implemented the following identification and evaluation strategies:
 - 1) Conduct workplace-specific identifications using Appendix A: Identification of COVID-19 Hazards form for interactions, areas, activities, processes, equipment, and materials that could potentially expose employees to COVID-19 hazards.
 - 2) Identify places and times when people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not
 - 3) Evaluate employees' potential workplace exposures to all persons at, or who may enter, a District facility
 - 4) Respond effectively and in a timely manner to individuals at the workplace who are a COVID-19 case to prevent or reduce the risk of transmission of COVID-19 in the workplace as set forth in this Safety Plan including:
 - a) Actively encourage sick employees to stay home.
 - b) Students and employees who exhibit COVID-19 symptoms are to be sent home immediately.

- c) Ensure employees who are out ill with fever or acute respiratory symptoms do not return to work until both of the following occur:
 - i) At least 24 hours with no fever (without the use of fever-reducing medications)—symptoms have improved and they have a negative test result
 - d) Allow employees to utilize available OSHA sick leave and medical leave for specified reasons related to COVID-19 when it's been determined they were exposed at work.
 - e) Ensure employees that return to work following an illness promptly report any recurrence of symptoms.
 - 5) For many indoor settings, including classroom, the district has added air purifiers. It continues to evaluate indoor locations and how to maximize the quantity of outdoor air and whether it is possible to increase filtration efficiency to the highest level compatible with the existing ventilation system.
 - 6) 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.
 - 7) Evaluate existing COVID-19 prevention controls and the need for different or additional controls.
 - 8) Conduct periodic inspections using the Appendix B: COVID-19 Inspections form as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with current COVID-19 policies and procedures.
- d. Employee Participation:
- i. Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by contacting their supervisor or Principal at the school site. In addition, District Administration may also be contacted at the District Office.
- e. Employee and Student Screening
- i. Prior to coming onto campus, everyone is encouraged to do their part and conduct a daily self-health screening. Individuals who are not feeling well should remain home.
 - ii. Staff who have any COVID-19 like symptoms may be asked to isolate for at least 5 days. They may return prior to day 5 with a negative test when:

1) symptoms have improved 2) and gone one day without fever or use of medication.

- iii. Please note, symptoms DO NOT always mean COVID-19, so to reduce rumors and unnecessary concern with classmates/ coworkers, we encourage parents, students and employees to keep their personal health conditions confidential until symptoms have been confirmed by medical testing and/or medical professionals.

f. Investigating COVID-19 Cases

- i. This will be accomplished by using the Frontline – Electronic Health Record, COVID-19 Case Management Form below:

The screenshot displays a web-based form titled "Detail" for COVID-19 case management. The form is organized into several sections:

- Case Type*:** A dropdown menu with the text "Select Case Type".
- Date of first symptoms:** A date input field with a calendar icon.
- Date tested positive:** A date input field with a calendar icon.
- Quarantine/Isolation start date:** A date input field with a calendar icon.
- Estimated quarantine/isolation end date:** A date input field with a calendar icon.
- Revised estimated quarantine/isolation end date:** A date input field with a calendar icon.
- Date of approval to return to school:** A date input field with a calendar icon.
- Date of actual return following quarantine/isolation:** A date input field with a calendar icon.
- Number of people in household:** A text input field.
- Number of people in household w/ COVID-19:** A text input field.
- Number of students that attend the district in household:** A text input field.
- RAD (Results/ Outcomes):** A dropdown menu with the text "Select Results/ Outcomes".
- Actions:** A dropdown menu with the text "Select Actions".
- Dispositions:** A dropdown menu with the text "Select Dispositions".
- Comment:** A large text area with a rich text editor toolbar above it. The toolbar includes icons for bold, italic, underline, link, unlink, list, and other text formatting options.

g. Responding to a COVID-19 case in the workplace:

- i. The District will take all of the following steps in response to a COVID-19 case in the workplace.
 - 1) Determine the day and time the COVID-19 case was last present and, to the extent possible, the date of the positive COVID-19 test(s) and/or diagnosis, and the date the COVID-19 case first had one or more COVID-19 symptoms, if any were experienced.

- 2) Determine who may have had a COVID-19 exposure. This requires an evaluation of the activities of the COVID-19 case and all locations at the workplace which may have been visited by the COVID-19 case during the high-risk exposure period.
 - 3) In consultation with the local public health department, the appropriate school official should ensure cleaning and quarantine of exposed persons and whether any additional intervention is warranted, including the length of time necessary, based on the risk level within the specific community as determined by the local public health officer.
 - 4) Additional areas of the school visited by the COVID-19 positive individual may also need to be cleaned and disinfected.
- ii. Give notice of the potential COVID-19 exposure, within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case, to the following:
 - 1) All employees who may have had COVID-19 exposure and their authorized representatives.
 - 2) Independent contractors and other employers present at the workplace during the high-risk exposure period.
 - iii. Offer COVID-19 testing at no cost to employees during their working hours to all employees who had potential COVID-19 exposure in the workplace and provide them with the information on the COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws. This may include any benefits available under workers' compensation law, the federal Families First Coronavirus Response Act or successor legislations, Labor Code sections 248.1 and 248.5, Labor Code sections 3212.86 through 3212.88, available leaves pursuant to the Education Code, Cal-OSHA Regulations and/or Emergency Temporary Standards, local governmental requirements, the employer's own leave policies, and leave guaranteed by contract.
 - iv. Investigate whether any workplace conditions could have contributed to the risk of COVID-19 exposure and what could be done to reduce exposure to COVID-19 hazards.
 - v. All personally identifying information regarding COVID-19 cases or persons with COVID-19 symptoms shall be kept confidential. All COVID-19 testing or related medical services provided by the employer under this section and sections 3205.1 through 3205.4 shall be provided in a manner that ensures the confidentiality of employees.
- h. Correction of COVID-19 Hazards:

- i. Unsafe or unhealthy work conditions, practices or procedures will be documented on the Appendix B: COVID-19 Inspection form, and corrected in a timely manner based on the severity of the hazards, as follows:
 - 1) The severity of the hazard will be assessed. Appropriate work orders, procedures, or other mitigation strategies will be implemented within a timely manner.
 - 2) The COVID-19 response team, designated by the Superintendent is responsible for timely correction.
 - 3) In consultation with Fresno County Department of Public Health, follow-up measures will be taken to determine if the mitigation strategies have been effective.

i. Training and Instruction

- i. The District will provide effective training and instruction to employees and students that includes the following, as applicable:
 - 1) COVID-19 policies and procedures to protect employees and students from COVID-19 hazards.
 - 2) Information regarding COVID-19-related benefits to which the employee may be entitled through workers' compensation law, the federal Families First Coronavirus Response Act or successor legislations, Labor Code sections 248.1 and 248.5, Labor Code sections 3212.86 through 3212.88, available leaves pursuant to the Education Code, Cal-OSHA Regulations and/or Emergency Temporary Standards, local governmental requirements, the employer's own leave policies, and leave guaranteed by contract.
 - 3) CDE and CDPH eliminated requirements for physical distancing of six feet or more, however physical distancing is still important when possible.
 - 4) 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.
 - 5) COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
 - 6) Screening practices
 - 7) How COVID-19 is spread

- 8) Infographics in multiple languages reflecting screenings, positive and close contact processes, vaccination and testing opportunities, data dashboards and further COVID resources.
 - 9) COVID-19 specific symptom identification and when to seek medical attention
 - 10) Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-19.
 - 11) The District's plan and procedures to follow when students or adults become sick at school.
- ii. Training was provided for employees through virtual town hall meetings and will be documented through an automated record keeping system and/or training log after successfully completing online training modules. Those resources are available on the district website (Appendix D).
- j. Control of COVID-19 Hazards
- i. Physical Distancing
 - 1) CDC and CDPH have eliminated physical distancing requirements but practicing physical distancing where possible is still an important mitigation strategy.
 - 2) Any individual that appears to be unwell will encouraged to go home.
 - 3) Require sick workers/employees – and those displaying flu-like symptoms – to stay home. (“Worker/Employee” means worker or employee for the District, subcontractors, designers, consultants, etc.)
 - 4) Send employees home immediately who show signs and symptoms of flu-like or acute respiratory illness symptoms. Encourage testing.
 - 5) Hand Sanitizer and appropriate protective equipment shall be made available throughout each site and office, as necessary.
 - 6) Encourage respiratory etiquette, including covering mouth and or nose when coughing and/or sneezing. Cover the mouth and nose with a tissue. If a tissue is not immediately available cough or sneeze into your sleeve, not your hands.

- 7) Use of daily task analysis or job hazard analysis forms to communicate the seriousness of this situation and the protection measures necessary.

k. Face Coverings

- i. The District will provide face coverings to all unit members and students who may want them. Face coverings are optional in all K-12 facilities as outlined by local public health guidelines, and the California Department of Public Health (CDPH) and local health department. Employees may provide their own face coverings or use the disposable face coverings available in the main entry area of each school site or district office.

l. Engineering controls

- i. The following measures will be implemented as additional safety measures:
 - 1) Alternative options as practicable.
 - 2) Fresno Unified is ensuring that proper preventive maintenance is being performed on all heating and air conditioning units and is changing filters on a regular basis. Systems maximize the influence of filtered outside air into the HVAC system to cycle air out of enclosed space and replace it with fresh air.
 - 3) To the extent feasible, the District may maximize the quantity of outside air for buildings with mechanical or natural ventilation systems by:
 - a) For buildings with mechanical or natural ventilation, or both, the District will 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 letting in outdoor air by other means would cause a hazard to employees, for instance from excessive heat or cold.

m. Cleaning and disinfecting Protocols

- i. Routine cleaning will happen daily by the site custodian using EPA approved disinfectants (chairs, tables, doorknobs, handles, uncluttered flat surfaces, keyboards, light switches/buttons, phones, sinks and anything with a classroom or designated areas that would be considered a high touch point)
- ii. Foggers are still available and will be used as needed

- iii. On demand cleaning and disinfection will occur as needed due to COVID-19 exposure and will be coordinated by COVID-19 Action Team (CAT), Health Services, Safety and Emergency Response & Maintenance/Operations leadership.
- n. Hand sanitizing Protocols
 - i. To protect employees from COVID-19 hazards, the District may at times evaluate its handwashing facilities, determine the need for additional facilities, encourage and allow time for employee handwashing, and provide employees with an effective hand sanitizer. The District should encourage employees to wash their hands for at least 20 seconds each time. Provision or use of hand sanitizers with methyl alcohol is prohibited.
 - ii. Practicing hand hygiene is a simple yet effective way to prevent COVID-19. All students, staff, families and essential visitors will have access to soap and water. If soap and water are not readily available, access to hand sanitizer (with more than 60% alcohol content) will be made available.
 - 1) When to wash your hands
 - a) Before, during and after preparing food
 - b) Before eating food
 - c) Before and after caring for someone
 - d) After using the toilet
 - e) After blowing your nose, coughing, or sneezing
 - f) After you have been in a public place and touched an item or surface that may be frequently touched by other people
 - g) Before touching your eyes, nose, or mouth because that's how germs enter our bodies
- o. Personal Protective Equipment
 - i. Based on state and local health guidance, the District will continue to evaluate the need for personal protective equipment to prevent exposure to COVID-19 hazards, such as gloves, goggles, and face shields, and will continue to provide such personal protective equipment as needed.
 - ii. The District will evaluate the need for respiratory protection in accordance with section 5144 when the physical distancing requirements in subsection (c)(6) are not feasible or are not maintained.

- iii. The District will provide and ensure use of respirators in accordance with section 5144 when deemed necessary by the Division through the Issuance of Order to Take Special Action, in accordance with title 8, section 332.3.
 - iv. The District will provide and ensure the 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.
- p. Reporting, Recordkeeping, and Access
- i. The District's CPP Officers will:
 - 1) Report information about COVID-19 cases to the local health department whenever required by law, and provide any related information requested by the local health department.
 - 2) 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 the place of employment or in connection with any employment.
 - 3) Maintain records of the steps taken to implement the written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
 - 4) The written COVID-19 Prevention Program (CPP) is available on the District's website to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
 - 5) Use the Frontline – Electronic Health Record, COVID-19 Case Management Form. (Appendix C) 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. Exclusion of COVID-19 Cases
- i. When a COVID-19 case is identified in the workplace, the District will limit transmission by:
 - 1) Ensuring that COVID-19 cases are excluded from the workplace until return-to-work requirements are met.
 - 2) Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related.

- 3) Providing employees at the time of exclusion with information on available benefits.
- r. Return-to-Work Criteria
- i. COVID-19 cases with COVID-19 symptoms shall not return to work until:
 - 1) At least 24 hours have passed since a fever of 100 or higher has resolved without the use of fever-reducing medications;
 - 2) COVID-19 symptoms have improved; and
 - 3) They have isolated for at least 5 days
 - ii. COVID-19 cases who tested positive but never developed COVID-19 symptoms
 - 1) Shall isolate at home for at least 5 days. They may exit isolation after day 5 as long as they have continued to be asymptomatic including not having a temperature for 24 hours.
 - iii. If there are no violations of local or state health officer orders for isolation or quarantine, the Division may, upon request, allow employees to return to work on the basis that the removal of an employee would create undue risk to a community's health and safety. In such a case, the District shall develop, implement, and maintain effective control measures to prevent transmission in the workplace including providing isolation for the employee at the workplace and, if isolation is not possible, the use of respiratory protection in the workplace.
 - 1)
- s. Health Screening for Students and Staff
- i. Prior to coming onto campus, everyone should do their part and use our daily self-health screening tool. Individuals who do not feel well should remain home.
 - ii. Students/staff who have any COVID-19 like symptoms are encouraged to test. If negative, they may return sooner if: 1) symptoms improve 2) one day without fever or use of medication.
 - iii. Please note, symptoms DO NOT always mean COVID-19, so to reduce rumors and unnecessary concern with classmates/ coworkers, we encourage parents, students and employees to keep their personal health conditions confidential until symptoms have been confirmed by medical testing and/or medical professionals.

- iv. Staff and students that do not pass the screening and have symptoms should stay home and will be sent home if they come to school/work
 - v. The District will communicate with parents if their student exhibits one or more COVID-19 symptoms and refer to the student's health information form and/or emergency card.
 - vi. The District will recommend that ill staff be tested as soon as possible. If they are sent home ill, they may not return without a negative test or completing a 5-day quarantine.
 - vii. Actively encourage sick students and employees to stay home.
- t. Healthy Hygiene Practices
- i. In addition to healthy hygiene practices in the CPP, the District's health hygiene practices may include but not be limited to:
 - 1) Teach students and remind staff to use tissue to wipe their nose and to cough/sneeze into a tissue or their elbow.
 - 2) Students and staff should wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; after classes where they handle shared items, such as outside recreation, art, or shop; and before and after using the restroom.
 - 3) Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as "antimicrobial" are not necessary or recommended.
 - 4) Staff should model and practice handwashing. For example, use bathroom time in lower grade levels as an opportunity to reinforce healthy habits and monitor proper handwashing.
 - 5) Students and staff should use hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry. Note: frequent handwashing is more effective than the use of hand sanitizers.
 - 6) Do not use hand sanitizers that may contain methanol which can be hazardous when ingested or absorbed.
 - 7) Children under age 9 should only use hand sanitizer under adult supervision. Call Poison Control if consumed: 1-800-222-1222.
 - 8) Develop routines enabling students and staff to regularly wash their hands at staggered intervals.

- 9) Ensure adequate supplies to support healthy hygiene behaviors, including soap, tissues, face coverings, and hand sanitizers.
- u. Identification and Tracing of Contacts
- i. Contact Tracing
 - 1) Health Services COVID-19 Action Team (CAT) works with Human Resources, school administrators, Health Department, Health Services staff, and Communications to ensure that we are doing our part to reduce the spread of COVID-19.
 - 2) Students that report they are COVID positive may return when symptoms improve, have gone 24 hours without a fever or fever reducing medication.
 - ii. Notification
 - 1) School administrators, administrative support and Health Services staff will report any suspected or confirmed cases to Health Services using the confidential district form. The form can be found on the Fresno Unified staff portal and goes directly to Health Services for contact tracing to begin.
 - 2) Personal phone calls, emails and school messengers can be used to notify employees and families.
 - iii. Investigation
 - 1) CAT will make contact with suspected individuals and will provide resources and communicate next steps to school site and individual.
 - iv. Clearance
 - 1) Following Fresno County Department of Public Health guidance and in alignment with FCDPH scenario guidance, CAT will collaborate with school sites and individual to ensure that there is appropriate clearance for returning to school/ work.
 - v. Close Contact Notification
 - 1) CAT team will work with the school site to ensure that close contacts are notified, disinfection is coordinated for any recent positive cases.
- v. Staff Training and Family Education

i. All staff will be trained consistent with the CPP and the District will regularly provide access to educational materials to families on the following safety actions:

- 1) Importance of physical distancing when possible
- 2) Symptoms screening practices.
- 3) COVID-19 specific symptom identification.
- 4) How COVID-19 is spread.
- 5) Contact tracing process
- 6) Quarantining guidelines
- 7) Testing and vaccination opportunities
- 8) Enhanced sanitation practices.
- 9) The importance of staff and students not coming to work they have symptoms.
- 10) For staff, COVID-19 specific symptom identification and when to seek medical attention.
- 11) The employer's plan and procedures to follow when staff or students become sick at school.
- 12) The employer's plan and procedures to protect staff from COVID-19 illness.

w. Testing of Staff

i. In addition to the testing requirements established by the Cal-OSHA Emergency Temporary Standards for staff when there is an outbreak or major outbreak, the District recommends that staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 go get tested as soon as possible. The district has Over the Counter (OTC) tests available for students and staff.

x. Testing of Students

i. The district will recommend that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 get tested as soon as possible. The district has Over the Counter (OTC) tests available for students and staff.

y. Identification and Reporting of Cases

- i. The investigation, identification and reporting of COVID-19 was originally set forth in the CPP and the January 14, 2021 CDPH COVID-19 Case Reporting by Schools. However, the case reporting process has changed. In the event of an outbreak, the Case Reporting will be as follows:
 - a) The District shall notify its local health officer of any known outbreak cases of COVID-19 among any student or employee who was present on one of its school campuses within the 10 days preceding a positive test for COVID-19. Specifically, the District shall report the following information:
 - i) The full name, address, telephone number, and date of birth of the individual who tested positive;
 - ii) The date the individual tested positive, the school(s) at which the individual was present on-site within the 10 days preceding the positive test, and the date the individual was last on-site at any relevant school(s); and
 - iii) The full name, address, and telephone number of the person making the report.
 - b) This information shall be reported to the local health officer via their online reporting tool.
- 2) This reporting shall continue until the Case Reporting directive is modified or rescinded.

z. Communication Plans

- i. Close contacts will be notified by the supervisor and employees at the worksite will be notified by letter and/or phone message home as appropriate.
- ii. NOTIFICATIONS:
 - 1) Notice of potential COVID-19 exposures will be provided to all employees, their authorized representatives, and independent contractors at the same worksite during the high-risk exposure period as a COVID-19 positive case, within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case, to the following:

- 2) ALL employee Close Contacts will be notified of CONFIRMED positive COVID-19 known exposures.
- 3) The District will ensure that notifications about COVID-19 cases and exposures at District schools are in compliance with FERPA and HIPAA privacy requirements.

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, 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 fixed work locations.

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, including barriers, partitions and ventilation

Appendix B: COVID-19 Inspections

Work location evaluated: _____


Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
Administrative			
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			

Date: _____

Name of person conducting the inspection: _____

Appendix C: Investigating COVID-19 Cases

Detail

Case Type*:	<input type="text" value="Select Case Type"/>	Date of first symptoms:	<input type="text"/>
Date tested positive:	<input type="text"/>	Quarantine/Isolation start date:	<input type="text"/>
Estimated quarantine/isolation end date:	<input type="text"/>	Revised estimated quarantine/isolation end date:	<input type="text"/>
Date of approval to return to school:	<input type="text"/>	Date of actual return following quarantine/isolation:	<input type="text"/>
Number of people in household:	<input type="text"/>	Number of people in household w/ COVID-19:	<input type="text"/>
Number of students that attend the district in household:	<input type="text"/>		
RAD			
Results/ Outcomes:(T)	<input type="text" value="Select Results/ Outcomes"/>		
Actions:(T)	<input type="text" value="Select Actions"/>		
Dispositions:(T)	<input type="text" value="Select Dispositions"/>		
Comment:	<div><p>Person Type: Last on Campus: Symptoms: Close Contacts: COVID-19 Resources: Notes </p></div>		

II.
Appendix D: COVID-19 Training Roster

Date: _____ Name of person conducting the training:

Employee Name	Signature

