This version of training is for UVM volunteers and other affiliates who do not have a NetID.

IF YOU HAVE A UVM NETID, you are required to complete training through Blackboard. Visit www.uvm.edu/it/kb/article/vosha-training/ for instructions or contact your manager or supervisor.
Using OSHA/CDC Guidance to Protect Our Campus Community as we make UVM Strong!
All employees and personnel working at or for UVM, including volunteers, student workers and other non-employees, must complete this training on mandatory health and safety requirements before returning to work on campus.
Assistance with Website Accessibility

For questions regarding website accessibility or to notify the University regarding online information or functionality that is currently inaccessible, email the ADA/504 Coordinator.
Protecting Community Health & Safety – COVID-19

In this presentation, we will cover:

I. General public health information related to the Novel Coronavirus and COVID-19

II. Requirements of VOSHA (Vermont OSHA) for institutions doing business during the COVID-19 pandemic

III. UVM processes and resources to protect our campus community and comply with these requirements.

NOTE
• External links that are presented in these slides will redirect your browser and you will use the back arrow to return to page 1 of this training.
• A summary of all links is provided in the training library materials.
What is Novel Coronavirus?

- Coronaviruses are a family of viruses that can cause illness in people. Coronaviruses circulate among animals, including camels, cattle, and cats.
- SARS-CoV-2, the seventh known human coronavirus and the virus that causes COVID-19, is thought to have jumped species from animals to begin infecting humans.
What is Coronavirus Disease 2019 (COVID-19)?

• COVID-19 is a respiratory disease spread from person to person. The virus that causes COVID-19 is the novel coronavirus that was identified in 2019.

Source: CDC

Illustration: CDC / Alissa Eckert & Dan Higgins
How is COVID-19 Different from Other Known Coronaviruses?

• Several coronaviruses cause common colds but are not significant threats for most healthy people.

• Other coronaviruses have caused past outbreaks, including Severe Acute Respiratory Syndrome (SARS) and Middle East Respiratory Syndrome (MERS)—each caused by a different coronavirus.

• SARS-CoV-2 is a distinct coronavirus.
Current Pandemic

• As of April 30, 2020, there are over 3 million COVID-19 cases worldwide and 1 million cases in the U.S.

• As of April 30, 2020, 60,000 people have died from COVID-19 in the U.S.

• Different parts of the U.S. are seeing different levels of COVID-19 activity.

• All 50 U.S. states have reported cases of COVID-19 to CDC.

Latest situation summary:  
Current Pandemic

- U.S. COVID-19 cases include:
  - Imported cases in travelers.
  - Cases among close contacts of a known case.
  - Community-acquired cases where the source of the infection is unknown.
  - Most U.S. states are reporting community spread of COVID-19.

How Does the Coronavirus Spread?

- The virus is thought to spread mainly from person-to-person.
- The virus spreads by droplets made when people with the coronavirus cough, sneeze or talk. These droplets can land in the mouths or noses of people nearby or be inhaled into their lungs.

Source: CDC
How Does the Coronavirus Spread?

• People who are infected often—but not always—have symptoms of illness. People without symptoms can also spread the virus.

• It may be possible that a person can get the coronavirus by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads.

Source: CDC
Signs and Symptoms of Infection

• COVID-19 typically causes mild respiratory illness, but can cause severe disease, including pneumonia-like illness (novel coronavirus-infected pneumonia or NCIP).

• Symptoms may appear 2-14 days after exposure and include cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, and new loss of taste or smell.

Illustration: CDC / Alissa Eckert & Dan Higgins
Underlying Health Conditions

• Certain individuals may have underlying health conditions (example: older age, chronic medical conditions, immunocompromising conditions etc.) that put them at increased risk of complications related to COVID-19.

• Employees should discuss these concerns with their healthcare provider.
Diagnosis and Treatment

• Your healthcare provider can determine if you should be tested for COVID-19 based on any symptoms you might have, and their severity.
• There is not currently a vaccine or specific treatment for COVID-19.
• Some patients, especially those who become very ill, may require supportive care in a hospital.
If You Have Been Exposed/Infected

• Prior to seeking treatment, alert your healthcare provider if you think you may have COVID-19, have been exposed to someone with the virus, or have signs/symptoms of infection

• If you are having trouble breathing, or have any other concerning symptoms, call 911 for immediate help.
For the purposes of this training, all personnel working at or for UVM, including volunteers, visiting researchers, student workers and other non-employees are required to follow the same procedures described for employees. If the requirement is for “employees”, the requirement is also for you.
If You Have Been Exposed/Infected

Contact tracing is an important strategy to slow the spread of disease.

- UVM Employees must contact their Supervisor to initiate the completion of the UVM COVID-19 Employee Reporting Procedure.
- Students must contact the Student Health Services at UVM Center for Health and Wellbeing (CHWB) at https://www.uvm.edu/health.
Occupational Exposure Risks

• The Occupational Safety and Health Administration (OSHA) is closely coordinating with CDC, including the National Institute for Occupational Safety and Health (NIOSH), and other agencies to monitor the ongoing pandemic.

• The risk of exposure in many workplaces likely reflects the risk to the general public in the community where the workplace is located.
Occupational Exposure Risks

• Risk can increase when workers have frequent, close contact with the general public or other co-workers.
Occupational Exposure Risks

- OSHA guidance addresses classifying job tasks into four "Exposure Risk" categories:
  - Very High Exposure Risk
  - High Exposure Risk
  - Medium Exposure Risk
  - Low Exposure Risk
Occupational Exposure Risks

• The UVM SARS CoV-2 Preparedness and Response Plan (to be addressed later in this presentation) provides further information on classifying the exposure risks for tasks and jobs on campus.

• Most tasks or jobs at UVM (outside of work conducted in an isolation room) fall into the low to medium risk category.
Existing OSHA Standards Protect Workers from Exposure

• Follow existing OSHA standards to help protect workers from exposure to SARS-CoV-2 and infection with COVID-19.

• Employers should also remember that the OSHA General Duty Clause, Section 5(a)(1), of the Occupational Safety and Health Act ensures that workers are protected from recognized safety and health hazards that may cause serious harm.

Relevant OSHA Requirements

• Personal Protective Equipment (29 CFR 1910 subpart I), including:
  • PPE General Requirements (1910.132)
  • Eye and Face Protection (1910.133)
  • Respiratory Protection (1910.134)
  • Hand Protection (29 CFR 1910.138)
  • Bloodborne Pathogens (29 CFR 1910.1030)
  • Hazard Communication (29 CFR 1910.1200)
  • Recordkeeping (29 CFR part 1904)
MANDATORY HEALTH AND SAFETY REQUIREMENTS FOR UVM EMPLOYEES AND PERSONNEL

All businesses must follow Vermont Department of Health and VOSHA Standards
Mandatory Requirements

• Employees shall not report to, nor be allowed to remain at work or job sites if sick or symptomatic.

• Non-symptomatic, COVID-19 positive employees are not allowed at work.

• Employees who are required to quarantine for 14 days after close contact with someone diagnosed with COVID-19 shall not report to work until the quarantine is complete.

• UVM Employees should contact Human Resources with questions about leave or other compensatory time.
Mandatory Requirements

• Each day, prior to reporting to work, UVM employees must conduct a "self-guided pre-screening" for symptoms of respiratory illness.

• Do not report to work if you are sick or exhibiting symptoms of respiratory illness.

Symptoms of Respiratory Illness include:
• Cough
• Shortness of breath or difficulty breathing
• Fever
• Chills
• Sore Throat
• New loss of taste or smell

Source: CDC
Mandatory Requirements

- Signs must be posted at entrances to campus buildings clearly indicating that no one may enter if they have symptoms of respiratory illness.
Mandatory Requirements

• All employees must observe strict physical distancing of 6 feet (2 meters) while on the job, (unless Supervisor approval is granted and appropriate Personal Protective Equipment is utilized), and should refrain from touching their faces.

• No congregation is allowed (employees, students, others).
Mandatory Requirements

• Indoor workspaces where more than 2 employees are working must have good air circulation.

Note: Fire Doors must be kept closed at all times, unless certified retainers are installed.
Mandatory Requirements

• Employees must wear face coverings over their nose and mouth when in the presence of others including:
  • Inside common areas and shared spaces where there is limited control over access.
  • Inside shared spaces where access is controlled and 6 feet of distance is difficult to maintain.
  • Outside in busy and heavily used areas such as campus walkways.
Mandatory Requirements

• In the case of front desk, reception staff, or retail cashiers, a translucent shield or "sneeze guard" is acceptable in lieu of a mask.

• Assessments for sneeze guards must be coordinated through Physical Plant Department.
  • Employees who are interested in a shield guard for their work area should discuss this option with their supervisor.
  • Supervisors will submit requests for sneeze guard assessments through FAMIS.
Mandatory Requirements

• All common spaces and equipment, including bathrooms, frequently touched surfaces and doors, tools and equipment, and vehicles must be cleaned and disinfected at the beginning, middle and end of each shift and, when possible, prior to transfer from one person to another.

• UVM Custodial Services will be tasked with cleaning common areas, bathrooms, common touch points (doorknobs, push bars, etc.), floors, windows, and removal of trash and recycling.
Mandatory Requirements

• All other UVM employees are responsible for cleaning their own or shared workstations, equipment, tools, kitchen areas, sneeze guards that have been installed in work areas, and shared vehicles at the beginning, middle and end of each workday (more often if needed).

• Appropriate cleaning materials will be provided in many locations.
Mandatory Requirements

• Employees will be provided easy and frequent access to soap and water or hand sanitizer during duration of work.

• Handwashing or hand sanitization is required frequently, including before entering, and leaving, job sites.
Mandatory Requirements

• No more than two people shall occupy one UVM vehicle when conducting work.
• Face coverings are required when occupying UVM vehicles.
• Contact surfaces must cleaned and disinfected before and after utilizing the vehicle.
UVM Has a Plan!

UVM’s COVID-19 Preparedness and Response Plan provides written identification of hazards associated with this virus, assessments of occupational risks and protections to control those risks for UVM personnel.

The following slides reference the information contained in that UVM plan.

UVM SARS CoV-2 Preparedness and Response Plan
The UVM Response Plan is based upon utilizing “Hierarchy of Controls” to reduce risks

- The plan emphasizes assessing the hazards in your workplace.
- Exposures controls are recommended based on the Hierarchy of Controls, starting from most effective to least effective.
Know the Plan

• The goal of the plan is to protect UVM employees from exposure to SARS-CoV-2 and minimize the spread of COVID-19.

• The plan encompasses the following concepts to protect workers from COVID-19:
  • Isolate people who are symptomatic or suspected of being contagious.
  • Quarantine healthy people who have had close contact with someone who has COVID-19.
Elimination/Substitution

• Modify the work schedule to reduce the number of people reporting to work:
  • Stagger employee shifts
  • Job tasks should be evaluated for the possibility of working remotely.
  • Meetings, conferences, and trainings should be conducted virtually.
  • Client/patient services should be done via the internet/virtually.
Elimination/Substitution

• Employees are encouraged stay home if they feel ill in any way and must stay home if they have symptoms of COVID-19.

• Supervisors must communicate this widely.

• Employees are responsible for monitoring their symptoms and temperature each morning before reporting to work.
Engineering Controls

- Modify the workspace to reduce density of occupants.
  - Consider using conference rooms and other communal spaces for private workspaces.
  - Remove furniture and equipment to provide additional space.
- Air handling (HVAC systems) and/or fresh air (open windows) can help to remove infectious aerosols from workspaces.
  - Keep windows and doors closed in laboratories to ensure building HVAC systems are working appropriately.
Engineering Controls

• Install physical barriers to prevent the spread of the virus (consult with your supervisor and submit a FAMIS work request).
  • i.e. workstation barriers
  • i.e. sneeze guards for front desk, reception staff, and cashiers
Hand Washing/Hand Sanitizing

• Handwashing is one of the best ways to protect yourself and your family from getting sick.
• Learn more about handwashing from the CDC
• All employees, regardless of exposure risk should:
  • Practice good and frequently hand hygiene
  • Follow good cough/sneeze etiquette
Hand Washing/Hand Sanitizing

• All employees, regardless of specific exposure risks should (continued):
  • Avoid touching the eyes, nose, or mouth with unwashed hands.
  • Avoid close contact with people who are sick.
Face Coverings

• The Vermont Department of Health and the CDC recommend the general public wear face coverings over their nose and mouth:
  • In public settings when a physical distance of at least 6 feet is difficult to maintain
  • When using public transportation or in mass transit stations/terminals
• The advice to wear face coverings is based on data about how COVID-19 can spread before a person has any symptoms. Because people may have COVID-19 but no symptoms, wearing face coverings may help keep people from spreading the virus.
Face Coverings at UVM

- UVM employees must wear face coverings over their nose and mouth when in the presence of others at work.

- Face coverings do not protect the wearer - they protect other people from the wearer - and are not considered personal protective equipment.

- UVM is not currently providing reusable face coverings.

- UVM employees are responsible for washing their own cloth reusable face coverings at the end of each workday.

- UVM Fact Sheet on Face Coverings
Respirators

- Respirators are considered personal protective equipment because they filter particles from the air as the wearer breathes.

- As outlined in the UVM response plan, higher risk activities require the use of a respirator:
  - Medical procedures when exposed to aerosolized virus (intubating, treatment of coughing, etc.);
  - Working in isolation rooms of sick students; and
  - When a staggered work schedule or other space accommodation is not an option, respirators may be needed while working for prolonged periods within six feet of a colleague.
Respirators

- If respirators are required in a workplace, fit test and medical clearance must be completed for employees whose work is considered high risk, and the employer needs a full and detailed protection program.

- UVM's Respirator Program for those employees performing high risk activities can be found here: [UVM Respirator Program](#).
COVID-19 Face Coverings, Surgical Face masks, and Respirators: Understanding the Difference

**COVID-19 Face Coverings vs. Surgical Facemask vs. Respirators:**
**Understanding the Difference**

<table>
<thead>
<tr>
<th></th>
<th>Cloth or Paper Face Covering</th>
<th>Surgical Face Mask</th>
<th>Filtering Facepiece Respirator (e.g. N95)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Testing &amp; Approval</strong></td>
<td>Not tested or approved, but currently recommended by the CDC</td>
<td>Cleared by the U.S. Food and Drug Administration per 21 CFR878.4040</td>
<td>Evaluated, tested, and approved by NIOSH per 42 CFR Part 84</td>
</tr>
<tr>
<td><strong>Intended Use &amp; Purpose</strong></td>
<td>To prevent transmission of the virus between people in close proximity</td>
<td>A fluid resistant barrier designed to protect the wearer from large droplets, splashes or sprays of bodily or other hazardous fluids.</td>
<td>Reduces the wearer’s exposure to small particle aerosols and large droplets</td>
</tr>
<tr>
<td><strong>Who Should Wear?</strong></td>
<td>Everyone in public settings where social distancing is infeasible e.g. grocery store or pharmacy</td>
<td>Healthcare workers when N95 respirators are not available and patients who are suspected or confirmed to have COVID-19</td>
<td>Healthcare workers providing care to suspected or confirmed COVID-19 cases</td>
</tr>
<tr>
<td><strong>Face Seal Fit</strong></td>
<td>Loose-Fitting</td>
<td>Loose-Fitting</td>
<td>Tight-Fitting</td>
</tr>
<tr>
<td><strong>Fit Test Required?</strong></td>
<td>No*</td>
<td>No*</td>
<td>Yes**</td>
</tr>
<tr>
<td><strong>User Seal Check Required?</strong></td>
<td>No</td>
<td>No</td>
<td>Yes, each time the respirator is donned</td>
</tr>
<tr>
<td><strong>Filtration</strong></td>
<td>Not classified as a filtering face-piece respirator to protect against inhaling smaller airborne particles</td>
<td>Not classified as a filtering face-piece respirator to protect against inhaling smaller airborne particles</td>
<td>Filters ~95% of small and large airborne particles</td>
</tr>
<tr>
<td><strong>Leakage</strong></td>
<td>Leakage occurs around the edge of the mask when user inhales</td>
<td>Leakage occurs around the edge of the mask when user inhales</td>
<td>When properly fitted, minimal leakage occurs around edges of the respirator when user inhales</td>
</tr>
<tr>
<td><strong>Use Limitations</strong></td>
<td>Reusable. Launder routinely in a washing machine, depending on frequency of use. Discard if mask becomes misshapen or damaged.</td>
<td>Not designed for reuse. Discard after each patient encounter.</td>
<td>Ideally discarded after each patient encounter, limited reuse acceptable under certain conditions.</td>
</tr>
</tbody>
</table>
Health & Safety Reporting

• In accordance with VOSHA requirements, UVM has designated a COVID-19 Health Officer with the authority to stop or modify work activities to ensure work conforms with the mandatory health and safety requirements.

• Supervisors are responsible for ensuring their employees are following these mandatory health and safety guidelines. Supervisors have the support of the Health Officer in carrying out these duties.

• UVM has designated Francis Churchill, Senior Assistant Director of Risk Management and Safety, as the University COVID-19 Health Officer.
Health & Safety Reporting

• To report violations of the mandatory requirements outlined in this training, or to file a complaint about the University's COVID-19 health and safety protocols, call the UVM Health & Safety Reporting Line at (888) 229-7874 or 6-3282.

• Leave your name, your department, the date, time and location of the violation that you are reporting, and a phone number where we can reach you. If additional information is needed and you have left a call back number, someone will call you back as soon as possible.

• Additional information about reporting concerns or incidents, including anonymous reporting, can be found at https://www.uvm.edu/riskmanagement/incident-claim-reporting-procedures

• If there is an emergency, call 9-1-1.
Thank you for completing this training!

Your continued efforts to adhere to the protocols explained in this training and in the UVM SARS CoV-2 Preparedness & Response Plan will help ensure the safety of UVM employees, students, staff and visitors to campus. Together we can accomplish great things!

We are #UVMStrong

Click here if you have questions regarding this training or would like to provide feedback.
Links to Helpful Documents

Remember to review the summary of the links and contact information contained in this presentation: “Health & Safety COVID-19 Helpful Links”.

Quiz & Certificate

Follow the instructions beginning on the next slide to obtain a certificate to provide to your manager/supervisor. Remember that you will not be authorized to return to work until this has been completed.
CERTIFICATE OF COMPLETION

* By filling in the certificate, you are certifying that you have completed this training and understand the health and safety requirements and guidance provided.

PLEASE COMPLETE THE CERTIFICATE, AND PROVIDE A COPY TO YOUR MANAGER OR SUPERVISOR. Keep a copy for your records as well.

* See next slide for instructions on how to save a copy of your certificate to your computer *
Instructions to Complete Your Certificate

STEP 1: TO DOWNLOAD YOUR CERTIFICATE OF COMPLETION FOR THIS TRAINING:

VOLUNTEERS: CLICK HERE  AFFILIATES: CLICK HERE

STEP 2: Click “Download” then Save File.

STEP 3: Go to the location where you just saved your Certificate and open it.

STEP 4: Fill in your name, the date you took the training, your department and your manager or supervisor’s name.

STEP 5: Save your Certificate.

STEP 6: Print or otherwise provide a copy of your Certificate to your Manager or Supervisor before returning to on-site work.

IF NEEDED, INSTRUCTIONS WITH SCREENSHOTS ARE ON THE FOLLOWING SLIDES.
Instructions to Complete Your Certificate

STEP 1: TO DOWNLOAD YOUR CERTIFICATE OF COMPLETION FOR THIS TRAINING:

VOLUNTEERS: CLICK HERE

AFFILIATES: CLICK HERE

STEP 2: Save the file to a location on your PC. Depending on your browser and your operating system, you may need to download then save or it may look different than these screenshots.
Instructions to Complete Your Certificate

STEP 3: Go to the location where you just saved your Certificate and open it.

STEP 4: Fill in your name, the date you took the training, your department and your manager or supervisor’s name.
Instructions to Complete Your Certificate

STEP 5: Save your Certificate.

Successfully completed
Protecting Community Health & Safety

COVID-19 Health, Safety, Training Certificate
Instructions to Complete Your Certificate

STEP 6: Print or otherwise provide a copy of your Certificate to your Manager or Supervisor before returning to on-site work.