



PERRIS UNION
HIGH SCHOOL DISTRICT

INJURY & ILLNESS
COVID-19 PREVENTION PROGRAM
(CCR Title 8 § 3205)

This IIPP COVID-19 Prevention Program replaces and supersedes the previously published document dated July, 2020

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Centers for Disease Control and Prevention

California Division of Occupational Safety and Health

What is Coronavirus Disease 2019 (COVID-19)

On February 11, 2020 the World Health Organization announced an official name for the disease that is causing the 2019 novel coronavirus outbreak, first identified in Wuhan China. The new name of this disease is coronavirus disease 2019, abbreviated as COVID-19.

There are many types of human coronaviruses including some that commonly cause mild upper-respiratory tract illnesses. COVID-19 is a new disease, caused by a novel (or new) coronavirus that has not previously been seen in humans. The name of this disease was selected following the World Health Organization's (WHO) best practice for naming of new human infectious diseases.

Coronavirus Disease 2019 (COVID-19) - How Does the Virus Spread?

The virus that causes COVID-19 is thought to spread mainly from person to person through respiratory droplets produced when an infected person talks, coughs, sneezes, or exhales. These droplets can land in the mouths and/or noses of people who are nearby or possibly be inhaled into the lungs. Spread is more likely when people are in close contact with one another (within about 6 feet).

COVID-19 seems to be spreading easily and sustainably in the community (community spread) in many affected geographic areas. Community spread means people have been infected with the virus in an area, including some who are not sure how or where they became infected. Many people who are infected with the virus have no symptoms, contributing to further spread.

It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or eyes. This is not thought to be the main way the virus spreads, but the Center for Disease Control and Prevention (CDC) is still learning more about how this virus spreads.

Injury and Illness Prevention Program (IIPP) and COVID-19 Prevention Program (CPP)

California employers are required to establish and implement a written Injury and Illness Prevention Program (IIPP) to protect employees from workplace hazards, including infectious diseases. Employers are required to evaluate potential hazards in their workplace and implement control measures. The requirements for

establishing, implementing and maintaining an effective written injury and illness prevention program are contained in Title 8 of the California Code of Regulations, Section 3203 and consist of nine elements.

On December 1, 2020, Cal/OSHA's Emergency Temporary Standards requiring employers to protect workers from hazards related to COVID-19 went into effect. The regulations require that employers, including schools, establish and implement a written CPP to address COVID-19 health hazards, correct unsafe or unhealthy conditions, and provide face coverings, California Code of Regulations, Section 3205.

Definitions

- **COVID-19** - Means coronavirus disease, an infectious disease caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2).
- **COVID-19 Case** - Means a person who:
 - Has a positive COVID-19 test
 - Is subject to a COVID-19-related order to isolate issued by a local or state health official; or
 - Has died due to COVID-19, in the determination of a local health department or per inclusion in the COVID-19 statistics of a county.
- **Isolation** - Used to separate a COVID-19 Case from people who are not infected. People who are in isolation must stay home until it is safe for them to be around others, and at home, they should attempt to stay in a specific "sick room" or area and use a separate bathroom if available to reduce exposure to others living with them.
- **COVID-19 Exposure** - Means being within six feet (close contact) of a COVID-19 Case for a cumulative total of 15 minutes or greater in any 24-hour period, regardless of wearing face coverings.
- **COVID-19 Contact** - Means a person has been exposed or in close contact to a COVID-19 Case.
- **Quarantine** - Used to keep someone who might have been exposed or has been in close contact to a COVID-19 Case, away from others. People in quarantine must stay home, separate themselves from others, monitor their health, and follow directions from the state or local public health.
- **COVID-19 Hazard** - Means exposure to potentially infectious material that may contain SARS-CoV-2, the virus that causes COVID-19. Potentially infectious materials include airborne droplets, small particle aerosols, which most commonly result from a person(s) exhaling, talking or vocalizing, coughing, sneezing, or procedures performed on persons which may aerosolize saliva or respiratory tract fluids. This also includes objects or surfaces that may be contaminated with SARS-CoV-2.

- **COVID-19 Symptoms** - Means fever of 100.4 degrees Fahrenheit or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea, unless a licensed health care professional determines the person's symptoms were caused by a known condition other than COVID-19.
- **Exposed Workplace** - Means any work location, working area, or common area at work used or accessed by a COVID-19 Case during the high-risk exposure period, including bathrooms, walkways, hallways, aisles, break or eating areas, and waiting areas. The exposed workplace does not include buildings or facilities not entered by a COVID-19 case.
- **High-Risk Exposure Period** - Means the following time period:
 - For persons who develop COVID-19 symptoms: 2 days before they first develop symptoms until 10 days after symptoms first appeared, and 24 hours have passed with no fever, without the use of fever-reducing medications, and symptoms have improved; or
 - For persons who test positive who never develop COVID-19 symptoms: two days before until ten days after the specimen for their positive COVID-19 test was collected.
- **COVID-19 Test** - Means a viral test for SARS-CoV-2 that is:
 - Approved by the United States Food and Drug Administration (FDA) or has an Emergency Use Authorization from the FDA to diagnose current infection with the SARS-CoV-2 virus and;
 - Administered in accordance with the FDA approval or the FDA Emergency Use Authorization as applicable.
- **Face Covering** - Means a tightly woven fabric or non-woven material with no visible holes or openings, which covers the mouth and nose.

Perris Union High School District

Introduction

The Perris Union High School District (PUHSD), through its Governing Board and administration, is committed to the safety and health of all employees, and recognizes the need to comply with regulations governing injury and accident prevention and employee safety. By making safety a high priority for every employee, the District can reduce injuries and illness, increase productivity and promote a safer and healthier work environment.

The District's Injury and Illness COVID-19 Prevention Program (CPP) is a framework applicable during the current COVID-19 public health emergency. The protocols that are outlined in this document are a phased approach and will be modified based on the ongoing and updated guidance from the Centers for Disease Control (CDC), state and local public health agencies, and District operations.

Authority and Responsibility

Judy Miller, Director of Risk Management and Environmental Safety has overall authority and responsibility for implementing the provisions of this COVID-19 Prevention Program (CPP) in our workplace. In addition, all administrators, directors, supervisors and managers are responsible for implementing and maintaining the CPP in their school or administrative work areas and 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 and procedures, and assisting in maintaining a safe work environment.

Communication

Communication between employees and the Perris Union High School District on matters relating to COVID-19 mitigation and response is an important aspect to ensure employee safety while in the workplace.

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

- All District employees should report COVID-19 symptoms and possible exposures to Brenda Arenas, in Human Resources.
- All District employees and their authorized employee representatives are encouraged to report COVID-19 hazards and mitigation practices in the workplace to their supervisors, administrators and/ or Risk Management.
- Employees can report symptoms and hazards without fear of reprisal.
- Employees will be referred to Human Resources if they require accommodation with medical or other conditions that put them at increased risk of severe COVID-19 illness.

Essential Infection Prevention/Control Measures

District Strategies/Administrative Controls

The District, to the extent possible, will implement the following guidelines to mitigate employee exposure to the coronavirus disease (COVID-19) in the workplace.

- Encourage sick employees to stay home.
- The District has implemented a daily COVID-19 Attestation Monitoring Protocol that includes a reporting process for employees to complete prior to entering a District facility.
- If an employee is showing symptoms related to COVID-19 while at work, the supervisor or administrator should send the employee home or if they are in any medical distress call 911, as needed, and notify Human Resources who will follow up with the employee.
- Follow public health agency recommendations regarding the prearrangement of office and workplace furniture in keeping with current physical distancing guidelines.
- To the extent supplies are in stock and readily available for distribution, employees will have access to appropriate hygiene products in the workplace (handwashing facilities, hand sanitizer, face mask, and face shields).
- Employees are encouraged and will be allowed time to properly wash their hands. Hand sanitizer is available for all employees, and dispensing stations have been added in high traffic areas. However, use of hand sanitizers with methyl alcohol is prohibited.
- The District has established a Visitor Screening Protocol at each campus location that requires all visitors to report through a single-point-of-entry and attest that they are symptom free by

answering a questionnaire posted on a sign in both English and Spanish. Face masks/coverings are required, and will be provided to visitors if needed.

- Employees working at the visitor entry locations will be provided with a workstation that ensures social distancing and includes a plexiglass barrier.

Face Coverings

Cloth face coverings are not Personal Protective Equipment (PPE) or respiratory protective equipment, but combined with physical distancing of at least 6 feet and hand hygiene, they may help prevent infected persons without symptoms from unknowingly spreading COVID-19 as particles containing the virus can travel more than 6 feet, especially indoors.

Employees are expected to wear face coverings (cloth face cover; mask) when indoors, and when outdoors and less than 6 feet away from others, including non-employees. Clean and undamaged face coverings/face masks are available for staff, or staff can provide their own as long as they are worn properly and cover both their nose and mouth. Employees should contact their supervisor or the work site's Designated COVID-19 Administrator for the location of masks or to request additional supplies. We shall not prevent any employee from wearing a face covering when not required by this section, unless it would create a safety hazard.

The following are exceptions to the use of face coverings in the District's workplace:

- When an employee is alone in a room.
- While eating and drinking onsite, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- 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.
- Specific tasks that cannot feasibly be performed with a face covering, where employees will be kept at least six feet apart.

Employees exempted from wearing face coverings shall wear an effective non-restrictive alternative if their condition or disability permits it. 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. Testing is not an alternative to face coverings when face coverings are otherwise required.

Physical Distancing

Where possible, the District will ensure at least six feet of physical distancing at all times in the workplace. Physical distancing will be accomplished in part by:

- Reducing the number of staff working on-site by alternating schedules and allowing employees to work remotely.
- To limit interaction in the workplace, online meetings and phone calls will be utilized when possible.
- Rearrange and/or remove furniture/chairs to provide at least 6 feet of physical distance between workstations/work areas.
- Occupancies will be evaluated throughout the District and signage posted in break rooms, work rooms, and conference rooms to limit the number of staff in an enclosed area at one time. Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.
- Place signs, stickers, or stanchions in common areas (e.g., front reception area, school office, public common areas, etc.) to help manage physical distancing and provide other COVID-19 infection prevention information, such as the requirement for face coverings, to the general public who may enter school grounds and buildings.
- Install cleanable solid plexiglass partitions at fixed work locations where it is not possible to maintain the physical distancing requirements at all times.

Engineering Controls

The District maximizes, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- Regularly inspecting and performing maintenance as needed on mechanical ventilation systems to ensure that each unit's filtration capacity is operating at its highest possible level, as specified by the manufacturer.

- Air filters are being treated with a surface coating, SD Pro Plus, applied with an electrostatic sprayer to further reduce the spread of contaminants.
- Allowing windows and doors to remain open to increase outside airflow, when weather and air quality conditions are permitting.

Correction of COVID-19 Hazards

Each work and school site has an established COVID-19 Task Force consisting of employees from that location. The Task Force is responsible for conducting a COVID-hazard assessment that effectively evaluates potential workplace exposures and hazards, known as the COVID-19 Response Plan, for their site and creating a plan that lists the hazards that were discovered and solutions used to address and/or correct the hazards.

The COVID-19 Task Force evaluates risk factors in the following 5 categories:

- Medical Screening
- Physical Distancing
- Personal Hygiene
- Protective Equipment
- Environmental Cleaning

Critical to ongoing implementation and timely updates to the plan, site staff are encouraged to communicate with their supervisor regarding any concerns or changes needed to existing COVID-19 prevention controls.

Regular inspections using the *Appendix A COVID-19 Site Inspection Form* will be required at each work site and campus to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with the District's COVID-19 policies and procedures. Any unsafe conditions, work practices or work procedures identified will be corrected in a timely manner based on the severity of the COVID-19 hazards.

Employee Responsibility

During this COVID-19 public health emergency, District employees have a collective responsibility to ensure the protection of all people in the workplace by staying abreast of current public health guidelines to mitigate exposure to the coronavirus disease (COVID-19).

- Employees are expected each workday to self-screen at home for COVID-19 symptoms. The District has implemented a daily COVID-19 Attestation Monitoring Protocol that includes a reporting process for employees to complete prior to entering a District facility. An employee should stay home if they are sick, follow public health agency guidelines, and contact their administrator or supervisor without fear of reprisal.
- Employees who are out ill with fever or acute respiratory symptoms that affect normal breathing who have not been tested for the COVID-19 virus or who have tested negative for the COVID-19 virus, should consult with their physician before physically returning to work.
- Employees who test positive for the COVID-19 virus or have been in close contact with someone who tested positive should stay home and contact Brenda Arenas in Human Resources as soon as possible.
- When an employee discovers they have been in close contact with a person who may have contracted the COVID-19 infection (has tested positive or is experiencing COVID-19 related symptoms) the employee should report the exposure to Human Resources as soon as possible.
- Employees who return to work following an illness should promptly report any recurrence of symptoms to their immediate supervisor and Human Resources.
- Employees should practice physical distancing by using video or telephonic meetings as much as practicable, and maintaining a distance of at least 6 feet between persons at the workplace when possible.
- Employees should avoid shared workspaces (desks, offices, and cubicles) and work items (phones, computers, other work tools, and equipment) when possible. If employees must share workspaces, clean and disinfect shared workspaces and work items before and after use.
- Employees should wash hands with soap and water for at least 20 seconds after interacting with other persons and after contacting shared surfaces or objects. Employees may also use hand sanitizer if they do not have immediate access to a sink or hand washing facility, however, hand sanitizer is not effective if the hands are soiled.
- Employees should cover coughs and sneezes and avoid touching eyes, nose, and mouth with unwashed hands.

- Employees should avoid sharing personal items with coworkers (i.e., dishes, cups, utensils, towels).
- Employees should notify their administrator or supervisor if any washing facilities do not have an adequate supply of suitable cleansing agents, water and single-use towels or blowers.
- Employees should not bring cleaning products and/or disinfectants into the workplace that have not been approved by the Director of Maintenance & Operations or Director of Risk Management and Environmental Safety.

Personal Protective Equipment (PPE)

While engineering and administrative controls such as physical distancing, physical barriers, staggered schedules, and wearing face coverings are considered more effective in minimizing exposure to COVID-19, PPE may also be needed to prevent certain exposures. While correctly using PPE can help prevent some exposures, it should not take the place of other prevention strategies.

Examples of PPE include: gloves, goggles, gowns, face shields, face masks, shoe covers and respiratory protection. The District will evaluate the need for PPE, and provide such PPE as needed pursuant to CCR Title 8 Section 3380. The District will also evaluate the need for respiratory protection in accordance with CCR Title 8 section 5144 when physical distancing requirements are not feasible or maintained. Any PPE used by employees shall not be shared.

During an outbreak of an infectious disease, such as COVID-19, recommendations for PPE specific to occupations or job tasks may change depending on the updated risk assessments for workers, and information on PPE effectiveness in preventing the spread of COVID-19.

Cleaning & Disinfection of High Traffic – High Touch Common Areas

The District recognizes that high traffic – high touch common areas in the workplace need, to the extent possible, cleaning and disinfecting to limit the spread of the COVID-19 virus.

The District will assign personnel and establish routine schedules to clean and disinfect common surfaces and objects in the workplace. This includes, but is not limited to, classroom technology devices, containers, counters, tables, desks, chairs, benches, door handles, knobs, drinking fountains, refrigerators, vending machines, portable restroom and bathroom surfaces, and trash cans. Shared District Vehicles will be disinfected in between users.

The process of disinfecting includes providing disinfecting products that are EPA approved for use against the virus that causes COVID-19 and following the manufacturer's instructions for all cleaning and disinfection products (e.g., safety requirements, PPE, concentration, dwell time).

The District has made available disinfectant and disposable towels to any employee who chooses to use, on a voluntary basis, in between established cleaning/disinfecting schedules. The disinfectant does not require PPE to use. Directions for use and replenishing supplies will be provided to staff when the disinfectant is requested.

District Response to COVID-19 Cases

The District will consult with the CDC, state health care agencies, and the Riverside County Department of Public Health to ensure mitigation practices and response protocols are aligned with current expectations as information about the COVID-19 virus continues to be examined and understood.

Investigating and Responding to COVID-19 Cases

As soon as the District is notified of a COVID-19 Case, an investigation will be conducted to obtain specific information regarding the Case, the last date the Case was at the workplace and what areas the Case occupied to determine if there were any potential exposures in the workplace. In the event of any potential COVID-19 exposures, notifications containing no personally identifying information of the COVID-19 Case will be given within 24 hours to the following individuals:

- All employees who may have had COVID-19 exposure and their authorized representatives.
- Independent contractors and other employees present at the workplace during the high-risk exposure period.

The District offers COVID-19 testing at no cost to all employees who had potential COVID-19 exposure in the workplace, which can be conducted during normal working hours.

In the event the District is required to provide testing due to a workplace exposure or outbreak, the District will communicate the plan for providing testing and inform affected employees of the reason for testing, the notification process and timeline to receive test results.

When testing is not required, employees may voluntarily obtain testing using their health plan at approved clinics, or for free at any County testing centers.

Exclusion of COVID-19 CASES

When a COVID-19 Case is reported, the District will limit transmission in the workplace by:

- Ensuring that COVID-19 Cases are excluded or isolated from the workplace until our return-to-work requirements as outlined in this CPP are met.
- Ensuring that COVID-19 contacts (employees with exposure to a COVID-19 Case) are excluded from the workplace for 14 days after the last known exposure to the COVID-19 case and provided instructions for quarantine.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever it has been demonstrated that the COVID-19 exposure is work-related.
- Affected employees will remain in a fully paid status and will be notified of potential sources of leave.
- Providing employees at the time of exclusion with information of available benefits.

Return to Work Criteria

Employees who have tested positive for COVID-19 may not report to work or be on any district property until they have completed the isolation period described below. Employees will not be required to provide a negative COVID-19 test result or healthcare provider's note to return to work.

COVID-19 Cases with COVID-19 symptoms shall not return to work until:

- At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications;
- COVID-19 symptoms have improved; and
- At least 10 days have passed since COVID-19 symptoms first appeared.

COVID-19 Cases who tested positive but never developed COVID-19 symptoms shall not return to work until:

- A minimum of 10 days have passed since the date of the specimen collection of their first positive COVID-19 test.

A negative COVID-19 test shall not be required for an employee to return to work. If an order to isolate or quarantine an employee is issued by local or state health officials, the employee

shall 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 shall be 10 days from the time the order to isolate was effective, or 14 days from the time the order to quarantine was effective.

Cleaning and Disinfecting – Confirmed COVID-19 Case

- Temporarily close the general area where the infected employee worked until cleaning is completed, if feasible.
- If possible, open outside doors and windows and use ventilating fans to increase air circulation in the area.
- Wait 24 hours or as long as practical before cleaning and disinfecting the area.
- Clean and disinfect the entire general area where the infected employee worked and may have been for longer than 15 minutes, including breakrooms, restrooms and travel areas, with a cleaning agent approved for use by the EPA against the coronavirus.
- District custodial staff cleaning the area should be equipped with the proper personal protective equipment for COVID-19 disinfection depending on both the duration of time the infected person was in the area and the last date the infected person was in the area (PPE could include disposable gown, gloves, eye protection, and mask).

Reporting, Recordkeeping, and Access

The District will report information about COVID-19 cases at our workplace to the local health department, the District's Third Party Administrator, and/or Cal/OSHA whenever required by law, and provide any related information requested by these entities.

The District will maintain records of the steps taken to implement the IIPP COVID-19 Protection Program (CPP) in accordance with CCR Title 8 section 3205. The CPP shall be made available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.

The information collected during the investigation of all COVID-19 cases will be recorded and tracked. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

Training and Instruction

Employee Training

The District will provide effective training and instructions that include:

- The District's COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which employees may be entitled under applicable federal, state, or local laws.
- The fact that:
 - COVID-19 is an infectious disease that can be spread through the air.
 - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - An infectious person may have no symptoms
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- 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.
- 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.
- 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.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
- Proper use of PPE for identified groups with potential for higher exposure.

The training may consist of reviewing written documentation, online video training and/or acknowledge receipt of the District's Injury and Illness COVID-19 Prevention Program (CPP).

References

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<https://covid19.ca.gov/pdf/guidance-office-workspaces.pdf>
6. *Cal/OSHA COVID-19 Prevention - Emergency and Temporary Standards*. State of California - Department of Industrial Relations (November 30, 2020). <https://www.dir.ca.gov/OSHSB/documents/COVID-19-Prevention-Emergency-apprvd.txt.pdf>
7. *COVID-19 Emergency Temporary Standard, Frequently Asked Questions*: State of California Department of Industrial Relations (Jan 8, 2021)
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Appendix A

COVID-19 Inspection Form



Date: _____ Inspector: _____

Location: _____

Q#	Question	Yes	No	n/a
1.	Are signage, stanchions and stickers posted in appropriate areas (Entrances, visitor areas, common areas such as restrooms, multi-purpose rooms, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Are plexi-glass barriers placed in appropriate areas? (Desks, counters, etc.)			
3.	Has furniture been removed and or modified for social distancing?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Do conference rooms, work rooms and/or break rooms have appropriate occupancy signage and furniture removed for appropriate physical distancing?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Is disinfectant spray and Wypall towels available in common areas (workrooms, break rooms, conference rooms) along with the disinfectant flyer/instructions posted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Are hand sanitizer stations available in common areas?			
7.	Effective communication to ensure staff understand who to report COVID-19 concerns to, and how to request needed supplies/PPE (face masks, face shields, gloves, hand washing stations, hand sanitizer when hand washing is not feasible, and disinfectant to use on a voluntary basis for their personal workstation)?			
8.	Have modifications been made to eliminate person-to-person contact and support physical distancing? (I.E. Work schedules and visitor areas)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Are staff/public maintaining at least six feet of physical distance, and using a physical barrier such as stanchions and plexi-glass barriers where appropriate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Are staff practicing proper personal hygiene (e.g., frequent hand washing and cleaning common areas)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Are staff using/wearing face covering when interacting with any other person?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	Are high-touch surfaces being routinely disinfected? Note frequency below.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	Are staff reporting concerns, working together to follow COVID-19 protection protocols?			

Q#	Notes (Comment on deficiencies/improvements. Reference question number above.)	Action Needed?	Action Done?
1.			
2.			
3.			
4.			
5.			
6.			

