



COVID-19 Exposure Control, Mitigation and Recovery Plan

Phase 2 - Higher Education and Critical Infrastructure Restart

June 2, 2020

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Executive Summary

Higher education is considered an essential service under the “Stay Home, Stay Healthy” order. This document acts as the COVID-19 Exposure Control, Mitigation, and recovery plan for Phase 2 Restart of Higher Education and Critical Infrastructure Workforce Training Restart Operations at Olympic College. This document will serve to guide Olympic College through reentry protocols from June 2, 2020 up until revised to meet new or modified requirements for operations.

The safety and health of Olympic College students and employees is our highest priority. This plan seeks to address the re-entry of specific programs and employees back to campus. Only programs listed on the approved list provided by the Governor’s office will be eligible for re-entry and these programs must be able to substantiate the need to meet in person and assure that they will be able to train and teach while adhering to the Phase 2 Higher Education & Workforce Training COVID-19 requirements set forth by the Governor’s Office.

“All non-lecture based Higher Education and Workforce Trainings is now allowed. All non-lecture based higher education and workforce training, including those activities for which physical distancing may not be maintained, is authorized to resume. Adherence to the health and safety points below will be strictly enforced. Workforce training includes schools licensed by the Workforce Training and Education Coordinating Board (Workforce Board) and the Department of Licensing.” Phase 2 Higher Education & Workforce Training COVID-19 requirements.

The College’s Re-entry Restart Task Force is developing safety protocols and procedures to ensure the safe return to work during phased re-entry. As the Governor’s office rolls out new entry requirements, the College will address the programs that are affected and continue to adopt and integrate policies and procedures for the safe return to work of employees and for in person instruction. As planning progresses, expect to receive updated information and phased plans for the safe return to campus operations.

Objectives

This plan will outline the following and act as a policy document for the following:

- COVID-19 Supervisor[s]
- COVID-19 Safety Training
- Social Distancing
- Personal Protective Equipment
- Sanitation and Cleanliness
- Employee and Student Health/Symptoms
- Location Visitors and Contractors

Proclamation 20-46 High Risk Employees – Worker’s Rights

Any worker that is considered High Risk under this order will be offered alternate work or working at an alternate location. According to the CDC high risk/vulnerable communities are persons 65 years and older, and persons of all ages with underlying medical conditions. For these employees Olympic College will, to the greatest extent possible, offer alternative work assignments and will continue to allow telework whenever possible and feasible with business operation. Olympic College will let employees know how to ask for accommodations to their work schedule, site or other circumstances, discuss telework and other possible accommodation to reduce the risk of exposure.

COVID-19 Supervisor

“A site-specific COVID-19 Supervisor shall be designated by the program at every location to monitor the health of employees and students and enforce the COVID-19 location safety plan. They must keep the plan current with changes to COVID-19 guidelines. A COVID-19 Supervisor or designee must be available at all times during work and class activities.”

The Pandemic Coordinator/Director of Emergency Operations shall serve as the COVID-19 Supervisor-of-Record. This is Mr. Stephen Davis – Director of Security. Designees shall be appointed for each program or location, as needed, who will report to him for compliance with the requirements of the COVID-19 restart/reentry Phases 1 to 4. [Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #1](#)

COVID-19 supervisors/designees for each location are responsible for:

- **Plans Posted:** Ensuring plans are posted as required and are up to date.
- **Approval:** Plans must be approved by the Re-Entry/Restart task force.
- **Training:** That all faculty and students related to the on-campus operations they are overseeing have received the initial training and then will assure continued training on a weekly basis.
- **Screening:** Assure all students and employees under their area are completing the screening requirements daily.

COVID-19 Safety Training

Safety Training will be conducted at all locations on the first day of returning to work or class. The COVID-19 site supervisor/designee is responsible for assuring this training is completed. Training will be on a weekly basis thereafter. The site supervisor will be responsible for training and for taking verbal attendance for their area. COVID-19 Safety Requirements will be visibly posted at each location. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #2*

Safety Training will include the following information:

- Screening Form requirements before arriving on campus.
- Encouraging employees and students to stay home if they are sick.
- Screening when arriving on campus by COVID-19 Supervisor.
- Training on respiratory etiquette.
- Social Distancing requirements while on campus.
- Training on hygiene while on campus to include: frequent and thorough handwashing, location of hand washing stations and locations of hand sanitizers.
- Procedures for cleaning and disinfecting surfaces, with focus on high touch points during and after class.
- Training on chemicals used to clean in accordance with OSHA's Hazard Communication Requirements.
- Training on the use of PPE and what PPE will be required or recommended in each area.
- Going over procedure for entry to class, traffic flow through the building, exiting procedures, procedures for breaks.
- What to do if you are symptomatic, self-monitoring procedures and how to report when experience symptoms of COVID-19. If a student or employee displays symptoms isolate the individual until they can be removed from campus.
- What to do if there is a potentially contaminated area on campus.
- How to report if someone an individual has had close contact with tests positive for COVID-19.

Each trainer shall take attendance verbally and sign in the attendee then communicate this information to the COVID-19 Supervisor-of-Record. Communication of this information may take place by email or online automation of this may be utilized at the discretion of the COVID-19 Supervisor-of-Record. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #3*

Social Distancing

General

The following social distancing practices shall be followed at all OC facilities and by all programs:

- Six feet of separation must be maintained between individuals while on campus. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #4*
- Physical non-permeable barriers may be used when space precludes 6 foot spacing.
- To control and monitor social distancing, the following methods may be used:
 - Staggered start times.
 - Working in shifts to split larger instructional groups into smaller groups.
 - Only one group at a time should be in a given space. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #8*
 - Controlled Entry into Buildings.
 - Controlled Traffic Patterns I.E, one-way path of travel.
 - Social distancing markers on floor in areas where congregation may occur.

Gatherings

Gatherings of any size will be prevented by taking breaks in shifts. During breaks, strict adherence to social distancing and maintaining a 6-foot separation is required. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #5.*

Choke Points

Choke points and high-risk locations will be identified with signage and shut down as indicated below. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #6.*

Student class size will be reduced (by working in shifts, etc.) to assure a 6-foot minimum separation between students.

Classrooms *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #7*

- Classrooms will have seating spaced 6 feet apart.
- Markers will be placed on the floor in labs and classrooms to identify where students should stand or sit.
- Custodial Services will set up the classrooms to comply with the distancing guidelines, re-arrangement of furniture shall be prohibited.
- Classrooms with two doors may have one designated as an entrance only and one as exit only.
- Classroom doors should be opened by the instructor using an approved door stop at the beginning and end of class periods with the door closed at all other times. The door stops should not be left in the doors due to fire code issues.

Labs

- In labs the lab coordinator/instructor should be responsible for ensuring spacing is planned and maintained.
- Facilities will assist with floor markings and walkways.

Offices

- Floor layouts may be changed to assure social distancing.
- Physical barriers may be put in place in areas where social distancing is not possible or members of the public frequent.
- Private Office doors should be kept closed; this provides a physical barrier to allow hallway traffic.
- Traffic routes through office areas should be established to ensure distancing is maintained.
- Alternating work shifts are recommended for shared offices where distancing and engineering controls are not practical.

Bookstore, Cafeteria/Fireside Bistro, Coffee Bar

- Bookstore, Cafeteria/Fireside Bistro, and Coffee Bar will remain closed during Phase 2.

Computer Labs

- General Use Computer Labs will remain closed during Phase 2 Re-entry.

Building Access

Buildings may or may not have only one entrance location designated. This would allow the COVID-19 supervisor for that building (if so designated) to ensure compliance with this plan.

- Breaks will be taken outside and in teams as needed. COVID-19 supervisors will re-admit employees/students to the building following established guidelines and procedures.
- Students are encouraged to enter each building and go directly to their instructional location.
- Loitering in halls is discouraged.
- At the end of each instructional session students should be encouraged to directly exit the building and return to their cars or spread out in an outdoor location.
- Buildings will have access hours set and enforced by the College.
- Building access points will be set by the College. This may include one entrance to the structure with all other doors as “exit only”.

Hallways

- Furniture may be removed or cordoned off to prevent gathering
- Signage placed to encourage movement.
- Other measures to ensure social distancing may be enacted.

Personal Protective Equipment

Personal Protective Equipment, as appropriate or required, for the activity being performed shall be provided by the College to employees. This may include gloves, goggles, face shields and face masks as appropriate to the activity being performed. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #9*

PPE will be determined based on risk level associated with OSHA in the Guidance on Preparing Workplace for COVID-19. All work at Olympic College according to the OSHA Risk Chart Descriptions is currently considered low risk.

Olympic College will recommend that to the extent possible instructors will wear face shields when teaching so that students can read the instructors lip's if they are hearing impaired or rely on this.

Other PPE will be worn as required by each academic program or by an individual's specific work task.

Custodial Crew PPE

Custodial Crew will be required to wear gloves when cleaning at all times, even when there is not a suspected case of COVID-19 on campus. When there is a suspected case of COVID-19 on campus the custodial crew will follow the recommendations of the CDC regarding PPE. Employees may wear cloth face masks at their own discretion when they are not working within 6 feet on another individual, when working within 6 feet of another individual they will be required to wear a cloth mask. See FACE COVERINGS section.

Maintenance Crew and Those Who Work in High Traveled Areas

Maintenance crew members are recommended to wear nitrile gloves. Employees may wear cloth face masks at their own discretion when they are not working within 6 feet on another individual. When working within 6 feet of another individual they will be required to wear a cloth mask. See FACE COVERINGS section.

Insufficient Supply of PPE

If a program cannot obtain or provide the PPE required by L & I, WISHA and OSHA requirements and the requirements outline in this plan, that program or the College will cease all activities until such PPE is available. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #10*

Face Coverings

Facial coverings must be worn by every employee, instructor, and student not working alone (with no chance of human interaction) at the location, and by all patients and clients except for those receiving dental or esthetician services, unless their exposure dictates a higher level of protection under Department of Labor & Industries safety and health rules and guidance.

Exceptions:

- Working in an office alone with the door closed.
- Working in an area with no other employees, students, or visitors present.

Refer to Coronavirus Facial Covering and Mask Requirements for additional details,
<https://www.lni.wa.gov/agency/docs/wacoronavirushazardconsiderationsemployers.pdf>.

A cloth facial covering is described in the Department of Health guidance,
<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/ClothFacemasks.pdf>.

Olympic College will supply facemasks to employees. These will be considered and handled as uniforms under the CBA.

Sanitation and Cleanliness

Locations for Washing Hands and Sanitizing

All restrooms and hand washing stations may be equipped with social distancing decals and signs, along with hand washing instructions. Each program that begins instruction on campus will have access to a handwashing area in a nearby bathroom and in the classroom/lab teaching area when available. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #11*

All students and employees are encouraged to wash their hands regularly: before and after using the restroom; before and after eating; after coughing; sneezing; blowing their nose; and at every glove/PPE change if appropriate. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #12*

Restrooms

Restrooms located on each floor in buildings that are being utilized for Higher Education & Workforce Training Phase 2 will be the primary source and location for hand washing stations. Restrooms that are identified to be used for a work area or school program will be cleaned and refreshed with supplies daily by Custodial Staff. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #11*

Portable Hand Washing Stations

Currently there is no identified need for Portable Hand Washing Stations at Olympic College. However, if outdoor instructional areas are identified or used, or if porta-potties are placed by the College or a contracted vendor, a portable hand washing station shall be provided as required by WAC 296-155-140 w (a) – (f). [Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #13](#)

If such a need is identified; the Crown Verity CV-PHS-5C Portable Self Contained Hand Wash Sink - cold water only; or the PolyJohn Portable Hand Washing Station w/ Vinyl Liner- Applause SK3-1000 units will be procured for this purpose.

Hand Sanitizer

Olympic College is working to install Hand Sanitizer dispensers soon as supplies permit. Olympic College will provide in public areas a benzalkonium chloride based hand sanitizer that offers greater interoperability with different delivery methods. Hand Sanitizers are regulated by the Food and Drug Administration. None have been tested or approved for use in an anti-viral application. These are Anti-Microbial agents under FDA regulations. Until this product is fully transitioned to, the legacy Alcohol based dispensers (with greater than 60% ethanol or 70% isopropanol) will continue to be supported. Hand Sanitizers do not substitute for proper hand washing. Due to the low usage and high failure rates, the College is moving toward no longer equipping individual classrooms with dispensers. Dispensers will be placed in public areas (hallways) and other areas identified by Custodial Services.

- Additional 1250ml dispensers will be obtained to allow emergency expansion of the program.
- Both countertop and the 1250ml dispensers may be ordered by providing a budget code and amount requested to the Custodial Services Manager. It will be the responsibility of each individual department to manage them once ordered; including ordering refills, and proper disposal of empty items. Custodial Services may, on a limited basis assist with this. This will be modified as implementation occurs.

Areas That Will Have Facilities Supported Hand Sanitizer Dispensers

- Hallways outside of public restrooms.
- Building main entrance lobbies.
- Mission Critical Areas as identified by Custodial Services.

Disinfectants and supplies

Olympic College will provide disinfectants for use in areas and locations where Higher Education & Workforce Training Phase 2 is occurring. These may include Oxivir Five 16 disinfectant, Oxivir One, or Oxivir TB; (requiring 1 to 5 minute dwell time) or legacy quaternary sanitizer products that require 10 minute dwell time and rinsing after use. Each should be used according to the manufacturer's recommendations. Paper towels or microfiber towels may be provided for use with these disinfectants.

[Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #15](#)

Cleaning wipes

Cleaning wipes (Oxivir TB) are provided primarily for use by IT for use in decontaminating equipment. Other programs as needed, also may be supplied wipes. Due to short supply not all locations are being provided cleaning wipes. Spray disinfectants should be used whenever possible. Chlorox wipes may be used if available, but effectiveness may require 10-minute dwell time. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #15*

Signage

Signage in each area shall be posted covering required hygienic practices, including not to touch face with unwashed hands or with gloves; washing hands often with soap and water for at least 20 seconds; disinfecting frequently touched objects and surfaces including workstations and equipment; as well as other hygienic recommendations by the US CDC. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #14*

Shared Tools and Equipment

Any tool or equipment used by more than one individual must be sanitized between users. Disinfectants will be supplied by Custodial Services should be used as directed. The primary disinfection/sanitization of shared tools or equipment is the responsibility of the individual program to complete. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #17*

Custodial Services, Response and Mitigation

Custodial Primary Priorities

College custodial staff will sanitize high touch surfaces in areas used each day by instructors, students and public areas used by employees following industry best practices. These may include the following: classrooms; instructional labs; public areas; copier areas; shared kitchen areas; break areas; and restrooms. Private Offices during the Higher Education & Workforce Training Phase 2 are to be excluded from custodial cleaning. These areas will be supplied disinfectant and paper towels/towels for the occupants to perform their own routine disinfection unless sufficient staff is available to assist. Trash cans should be placed in hallways or areas designated by custodial services as gathering points for service. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point # 16*

High-Touch points include, but are not limited to:

Classrooms and Labs

- Door handles
- Light switches
- Desks or Tables
- Push Plates
- Phones
- Keyboards at teaching stations
- Phones

Restrooms

- Door handles
- Stools
- Urinals
- Sinks
- Counters
- Stall door hardware

Shared Areas

- Door handles
- Light switches
- Phones
- Sinks
- Food Prep Areas

Cleaning Frequencies

Custodial Services is cleaning all main touchpoints a minimum of once per day as of June 1, 2020. This is driven by staffing levels and is judged sufficient due to the low number of persons on campus.

As more programs come online, increasing the frequency of high touch points in buildings will be necessary. This will include 3 times per day for the following:

- Restrooms servicing/touch point cleaning
- Public entry area touch points
- Areas determined by the Re-start/Re-Entry task force to be in need of additional servicing.

Custodial Training

All employees engaged in cleaning will have completed “Acute Care Facility”, “Pandemic Cleaning” and “Post Pandemic Cleaning” modules in the Cleancheck Training System as part of the focused COVID-19 training. Employees will be trained on the chemicals they are using to clean in accordance with OSHA’s requirement for Hazard Communication.

Protocols

- Custodial staff are required to be screened before commencing work daily.
- Custodians will adhere to social distancing requirements whenever possible.
- Breaks may be staggered so that social distancing can be maintained.
- Custodial staff will wash their hands at every glove change and at the end of their shift.
- Should Custodial staff feel sick they are allowed to take leave, no doctor’s note is required.
- Custodial staff should not return to work until they are free of fever and other symptoms for 3 days.
- ATP testing for biofilm may be conducted.

Cleaning when there is not a suspected COVID-19/Normal Procedures

Appropriate PPE shall be worn according to recommendations by the CDC and Washington Department of Labor and Industries. Custodial Services Standard Operating Guidelines will be followed, along with frequencies set by the Custodial Services Manager.

Cleaning when there is a suspected or confirmed case of COVID-19

Appropriate PPE shall be worn, according to recommendations by the CDC and Washington Department of Labor and Industries. Cleaning procedures will follow Isolation Room cleaning procedures as shown in the Cleancheck Training System. The area where the ill person occupied will be closed down for a minimum of 48 hours or as long as possible by facilities and campus security personnel.

- An assessment will be made to determine all areas on campus that the ill person occupied. To the extent possible all of these areas will be closed down for 48 hours.
- Door hanger identifying the area awaiting decontamination shall be placed on door.
- Door will be locked and if present, the electronic lock will be set to card/pin only.
- Local and State Health officials will be consulted prior to cleaning commencement to determine if new procedures have been implemented.
- Custodial and other necessary staff will be notified that there was a confirmed case of COVID-19 and will be informed of all suspected areas that the person occupied.
- Employees exposed will be cared for according to CDC/health department guidelines. This shall be overseen by Human Resources.
- PPE appropriate for the pathogen shall be worn.
- Decontamination will be in compliance with CDC guidelines and will follow their recommendations. Decontamination may include a combination of chemical, mechanical, radiation, and live steam.
- Decontamination methods shall be used to disinfect as per health care Isolation Room standards.
- Hard to disinfect items may be disposed of as biohazard waste if no effective method exists to decontaminate on site.
- The custodial manager may direct custodial staff to open outside windows and use ventilating fans to increase air circulation if appropriate.
- Blinds and curtains may be directed to be opened.
- When appropriate and possible the number of air changes per hour for the room will be increased, 100 Percent outside air should be supplied when possible.
- ATP testing for biofilm will be conducted after cleaning is completed to indicate (by inference) the level of effectiveness of the cleaning process.

Employee and Student Health/Symptoms

Screening Form and Policies

All Olympic College Employees, students and visitors must be screened prior to entering their work and instructional space. This will be accomplished via the online COVID-19 Screening form developed by Instructional Technology. All forms will include name, phone number and email address. These sheets will serve as a log that will be maintained for a minimum of 6 years. If yes is answered to any health check question the employee or student will need to stay home and they are to let their supervisor know that they are experiencing symptoms. It is expected that the employee or student will follow up with their healthcare provider as recommended by the CDC when you are experiencing COVID-19 symptoms. Employees who have been sick with or without COVID-19 may stay home without a doctor note. Employees should stay home until they are symptom free for 36 hours. Failure of employees to self-screen or provide accurate and honest information may result in being sent home or further disciplinary procedures. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #19 and Point #27*

Employees who do not feel safe to work on campus will notify their supervisor who will work with Human Resources to determine other modes of work or offer additional resources as may be allowed. Any employee who is a member of a high-risk category has rights under proclamation 20-46 for alternate work. They should work with their supervisor and Human Resources to determine policies and procedures related to this.

Screening Pass/Fail Criteria

Does the subject have a family member that you have been in contact with that has COVID-19? If yes; follow the policy in the previous section on this subject. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #20*

Does the employee/student/visitor/contractor have a fever, cough, shortness of breath, fatigue, muscle aches, or new loss of taste or smell? If the preponderance of evidence indicates the subject may be ill; follow policies in the previous section and do not allow access to campus. If the subject develops any of these symptoms on campus, they should report it to the COVID-19 supervisor, their supervisor, and be sent home until evaluated by a healthcare provider. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #21 and Point #23*

Does the employee/student/visitor/contractor have a temperature below 100.4? If the employee does not have access to a thermometer, they should be provided access to a no-touch thermometer for a temperature check. If the temperature is 100.4 F or above, the subject should not be allowed on campus. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #22*

Is the Employee/student/visitor/contractor wearing an appropriate face covering? If not the subject must be informed that they will have to wear one or leave campus. If available, disposable masks may be provided. [*Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #24*](#)

Has the Employee/student/visitor/contractor been outside of the state of Washington; excepting those states contiguous to Washington (Idaho and Oregon) within the last 14 days? If yes, that person cannot work or attend class at Olympic College. They must self-quarantine for 14 days. [*Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #26*](#)

Illness in Employee, Student, or Family member

Employees Who Have Been Sick With Or Without COVID-19:

If an employee or student arrives on campus and develops symptoms of illness they must immediately let their supervisor or instructor know and COVID-19 supervisor. They will be placed in a private room and asked to wear a face mask. The local health department will be notified and the College will follow their direction, if any. If the health department does not respond in a timely manner the employee will be asked to return home and to follow up with their health care provider. They will need to stay home until they are symptom free for 3 days. [*Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #23.*](#)

Employee Or Student Has Covid-19:

The identity of any employee[s] who develop COVID-19 will be kept confidential. Close contacts of the sick employee or student will be notified. Olympic College will follow the procedure recommended by Kitsap Public Health and the CDC for protocols to follow and return to work of the employee.

Employee Or Student Has A Family Member At Home With COVID-19:

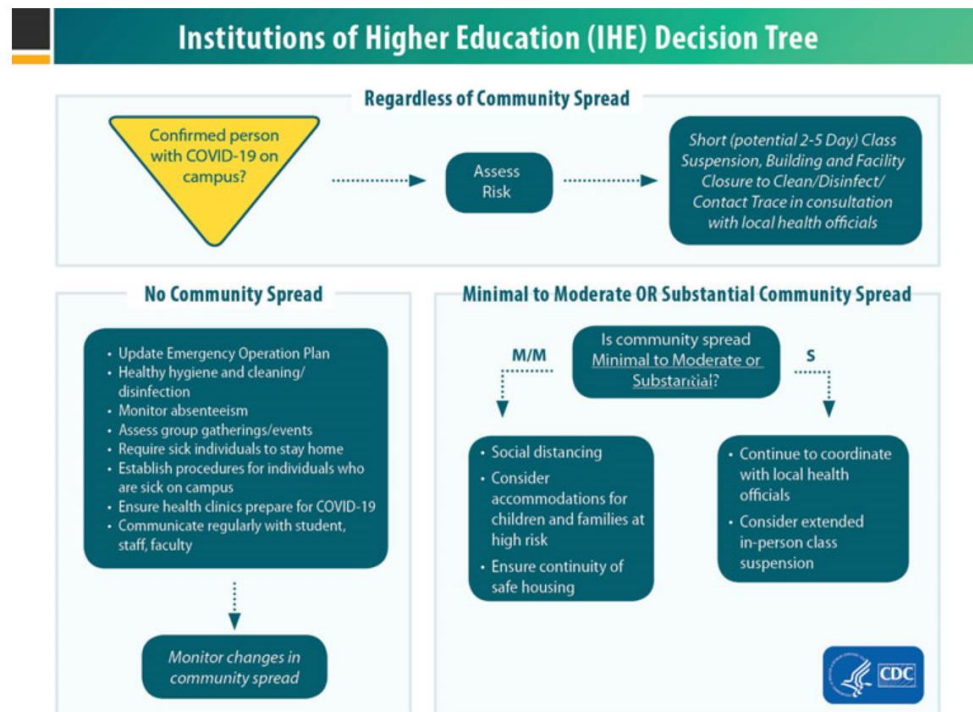
The Employee or student shall notify their instructor, supervisor, or site COVID-19 Supervisor. The individual will be asked to stay home and avoid public places for 14 days, to keep track of their health for signs of fever, cough, and trouble breathing for 14 days after the last day they were in contact with the sick person. [*Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #20*](#)

Confirmation of Infection:

When a confirmed case has been on campus, regardless of community transmission:

- Olympic College will coordinate with Local Health Officials immediately. These health officials will help administrators determine a course of action.
- Olympic College will coordinate with local public health officials to determine the need for cancellation of classes and closure of buildings and facilities, if any.

- Olympic College will communicate with students, staff, and faculty in coordination with local health officials to share the possible COVID-19 exposure and decisions made in relation to this exposure.
- The area that the infected/confirmed individual occupied will be cleaned and disinfected thoroughly as outlined under the Custodial Procedures section of this plan.
- Decisions will be made by the Emergency Operations Center and Executive Team in conjunction with local health officials about extending class suspensions and event and activity cancellations.
- Strategies will be implemented to continue education and other support activities for students.
- In the case where a confirmed COVID-19 case affects on campus housing, Olympic College will work closely with local public health officials to make decision related to housing and to ensure continuity of housing for all campus housing residents. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #26*



Site Access

VISITORS ARE DISCOURAGED. Persons not performing a designated job tasks are considered visitors. Persons who do not have a business reason to be on campus are also considered visitors. Please Note this does not include those with a scheduled business related appointment for services of the College.

Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #27

Failure of any Employee/student/visitor/contractor to follow the procedures and policies outlined in this document will result in that person or persons being sent home or removed from campus. Repeated violations may result in administrative action, disciplinary action up to and including termination as governed by policy and appropriate bargaining agreement, or Criminal Trespass action to remove the offender[s] from campus. *Phase 2 Higher Education & Workforce Training Covid-19 Requirements Point #25*

Programmatic Provisions

All programs are required to submit a COVID-19 restart plan that meets the Higher Education & Workforce Training Phase 2 requirements. A template and checklist will be provided to each program to start the process.

Cosmetology

Cosmetology must follow the safety and sanitation standards in WAC 308-20-110.

References

Proclamation 20-25 Stay Home-Stay Healthy

Appendix Proclamation 20-25

<https://www.governor.wa.gov/sites/default/files/WA%20Essential%20Critical%20Infrastructure%20Workers%20%28Final%29.pdf>

Interim Guidance for Administrators of US Institutions of Higher Education

Publication F414-164-000 Coronavirus Prevention: General Requirements and Prevention Ideas for Workplaces

Washington State COVID-19 Response "New Normal" planning. Created by Boston Consulting Group at the request of Challenge Seattle and Washington Roundtable.

<https://www.governor.wa.gov/sites/default/files/BCG%20-%20Planning%20for%20a%20New%20Normal%20%28Summary%20%26%20Checklists%29%2004%2027.pdf>

Washington State Department of Health- Novel Coronavirus Outbreak 2020 - Workplace and Employer Resources and Recommendations:

<https://www.doh.wa.gov/Coronavirus/workplace>

OSHA Guidance on Preparing Workplace for COVID-19

<https://www.osha.gov/Publications/OSHA3990.pdf>

COVID-19 Reopening Guidance for Businesses and Workers

<https://www.governor.wa.gov/issues/issues/covid-19-resources/covid-19-reopening-guidance-businesses-and-workers>

Safe Start Washington: A Phased Approach to Recovery Issued by the office of the Governor May 4, 2020

Proclamation 20-46 High Risk Employees - Worker's Rights