

# POLICY

## Riverside Township Board of Education

Section: Administration

1648.14. SAFETY PLAN FOR HEALTHCARE SETTINGS IN SCHOOL BULDINGS-COVID-19 (M)

Date Created: November 2021

Date Edited: November 2021

1648.14- SAFETY PLAN FOR HEALTHCARE SETTINGS IN SCHOOL BULDINGS-COVID-19 (M)

### A. Purpose and Scope

The Board of Education is committed to providing a safe and healthy workplace for all employees and has adopted this Policy that shall be the school district's COVID-19 Plan (Plan) that includes procedures to minimize the risk of transmission of COVID-19, in accordance with Occupational Safety and Health Act of 1970 (OSHA) COVID-19 Emergency Temporary Standard (ETS) published on June 21, 2021. The ETS, 29 CFR §1910 - Subpart U, applies to all settings where any school district employee or contracted service provider provides healthcare services or health care support services. Public Employees' Occupational Safety and Health (PEOSH), the agency with jurisdiction over public employers in New Jersey, has adopted the ETS in full. However, its applicability for school districts is primarily restricted to the nurse's office and any adjoining clinical areas and not the entire school building.

The Board, administration, and the COVID-19 Safety Coordinator(s) will work collaboratively with all employees in the development, implementation, monitoring, and updating of this Plan.

### 1. Definitions

a. "Employee" means any district employee or contracted service provider working in a healthcare setting where people with suspected or confirmed COVID-19 are reasonably expected to be present.

(1) Therefore, the provisions of the ETS and this Policy only apply to employees or contracted service providers working in a nurse's office or any adjoining clinical areas.

b. "Healthcare setting" means all settings in the school district where any employee or contracted service provider provides healthcare services or healthcare support services.

(1) Where a healthcare setting is embedded within a non-healthcare setting (i.e. school nurse's office and any adjoining clinical areas in a school building), the ETS and this Policy only apply to the embedded healthcare setting and not to the remainder of a school building in accordance with 29 CFR §1910.502(a)(3)(i).

c. For the purpose of this Policy, additional definitions shall be those definitions listed in 29 CFR §1910.502(b).

2. The school district has multiple healthcare settings that are substantially similar; therefore; has developed and adopted this single Plan for these substantially similar healthcare settings, with site-specific considerations included in this Plan. The healthcare settings in the school district are listed in Appendix 1.

a. Any school district health care settings that are not substantially similar, the school district shall develop and adopt separate COVID-19 Plans for each healthcare setting and list them in Appendix 1.

### B. Roles and Responsibilities for School District Employees

1. The school district's goal in adopting this Policy is to prevent the transmission of COVID-19 in the school district's healthcare settings. All staff members are responsible for supporting, complying with, and providing recommendations to further improve this Plan.
2. The Superintendent will designate a COVID-19 Safety Coordinator(s) who shall implement and monitor this Plan. The COVID-19 Safety Coordinator(s) shall have the school district's full support in implementing and monitoring this Plan, and has authority to ensure compliance with all aspects of this Plan.

C. Hazard Assessment and Worker Protections

1. The Superintendent of Schools or designee will conduct a specific hazard assessment of its healthcare settings to determine potential hazards related to COVID-19.
  - a. A hazard assessment will be conducted initially and whenever changes in a healthcare setting in the school district create a new potential risk of employee exposure to COVID-19 (e.g., new work activities in the healthcare setting).
2. The Superintendent has developed and the Board has adopted this Plan that includes the procedures the school district will use to determine an employee's vaccination status as outlined in Appendix 2.
  - a. In the event the Superintendent or designee cannot or does not determine or confirm the vaccination status of an employee, the employee shall be presumed to be unvaccinated.
3. All completed hazard assessment forms and results will be attached to this Plan in Appendix 3 and will be accessible to all employees at each school district facility.
4. The school district will address the hazards identified by the assessment, and have included in this Plan the procedures to minimize the risk of transmission of COVID-19 for each employee. These procedures are included in the following Appendices:
  - a. Patient Screening and Management
    - (1) In healthcare settings in the school district where direct patient care is provided, the school district will include protocols addressing patient screening and management in Appendix 4.
  - b. Standard and Transmission-Based Precautions
    - (1) The school district will develop and implement procedures to adhere to Standard and Transmission-Based Precautions in accordance with CDC's "Guidelines for Isolation Precautions" which are included in Appendix 5.
5. Personal Protective Equipment (PPE)
  - a. The school district will provide and ensure that employees wear approved facemasks or a higher level of respiratory protection.
  - b. The school district will include protocols to address PPE for healthcare settings in Appendix 6.
6. Physical Distancing

- a. The school district will ensure that each employee is separated from all other people in the healthcare setting by at least six feet when indoors, unless it can be demonstrated that such physical distance is not feasible for a specific activity.
  - (1) Where maintaining six feet of physical distance is not feasible, the school district will ensure employees are as far apart from other people as possible.
- b. Physical distancing will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.
- c. The school district will include protocols to address physical distancing for healthcare settings in Appendix 7.

#### 7. Physical Barriers

- a. The school district will install physical barriers at each fixed work location outside of direct patient care areas where each employee is not separated from all other people by at least six feet of distance and spacing cannot be increased, unless it can be demonstrated that it is not feasible to install such physical barriers.
- b. Physical barriers will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.
- c. The school district will include protocols to address physical barriers for healthcare settings in Appendix 8.

#### 8. Cleaning and Disinfecting in the Healthcare Setting

- a. The school district will implement policies and procedures for cleaning, disinfecting, and hand hygiene, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.
- b. The school district will include protocols to address cleaning and disinfecting for healthcare settings in Appendix 9.

#### 9. Ventilation

- a. The school district will implement procedures for each facility's heating, ventilation, and air conditioning (HVAC) system and include protocols addressing ventilation for healthcare settings in Appendix 10.
- b. Ventilation policies and procedures will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach.
- c. The Superintendent or designee will identify the building manager, HVAC professional, or maintenance employee who can certify that the HVAC system(s) are operating in accordance with the ventilation provisions of the ETS and list the individual(s) in Appendix 10.

### D. Health Screening and Medical Management

#### 1. Health Screening

- a. "Screening" means, for the purpose of this Policy, asking questions to determine whether a person is COVID-19 positive or has symptoms of COVID-19.
- b. The school district will include protocols to address health screening for employees in Appendix 11.

2. Employee Notification to Employer of COVID-19 Illness or Symptoms
  - a. The school district will include protocols to address employee notification to employer of COVID-19 illness or symptoms for employees in Appendix 11.
3. Employer Notification to Employees of COVID-19 Exposure in the Healthcare Setting
  - a. The school district will include protocols to address employer notification of COVID-19 exposure to employees in Appendix 11.
4. Medical Removal from the Healthcare Setting
  - a. The school district will include protocols to address medical removal from the healthcare setting for employees in Appendix 11.
5. Return to Work Criteria
  - a. The school district will include protocols to address return to work criteria for employees in Appendix 11.
6. Medical Removal Protection Benefits
  - a. The school district will continue to pay employees who have been removed from the healthcare setting under the medical removal provisions of the ETS. When an employee has been removed from the healthcare setting and is not working remotely or in isolation, the school district shall pay and provide benefits in accordance with the Plan addressed in Appendix 12.

E. Vaccinations

1. The school district encourages employees to receive the COVID-19 vaccination as a part of a multi-layered infection control approach. The school district will support COVID-19 vaccination for each employee by providing reasonable time and paid leave to each employee for vaccination and any side effects experienced following vaccination.
2. The school district will include protocols to address vaccination for employees in Appendix 13.

F. Training

1. The school district will implement policies and procedures for employee training, along with the other provisions required by the ETS, as part of a multi-layered infection control approach.
2. The school district will include protocols to address training for employees in Appendix 14.

G. Anti-Retaliation

1. The school district will inform each employee that employees have a right to the protections required by the ETS, and that employers are prohibited from discharging or in any manner discriminating against any employee for exercising their right to protections required by the ETS, or for engaging in actions that are required by the ETS.
2. The school district will not discharge or in any manner discriminate against any employee for exercising their right to the protections required by the ETS, or for engaging in actions that are required by the ETS.

H. Requirements Implemented at No Cost to Employees

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1. The school district will comply with the provisions of ETS at no cost to its employees, with the exception of any employee self-monitoring conducted under D. above.

I. Recordkeeping

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1. The school district will retain all versions of this Policy to comply with the ETS while the ETS remains in effect.
  2. The school district will establish and maintain a COVID-19 log to record each instance in which an employee is COVID-19 positive, regardless of whether the instance is connected to exposure to COVID-19 at work.
    - a. The COVID-19 log will contain, for each instance, the employee's name, one form of contact information, occupation, location where the employee worked, the date of the employee's last day in the healthcare setting, the date of the positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced.
  3. The school district will record the information on the COVID-19 log within twenty-four hours of learning that the employee is COVID-19 positive.
    - a. The school district will maintain the COVID-19 log as a confidential medical record and will not disclose it except as required by the ETS or other Federal law.
    - b. The school district will maintain and preserve the COVID-19 log while the ETS remains in effect.
  4. By the end of the next business day after a request, the school district will provide, for examination and copying:
    - a. All versions of this Policy which is the written Plan for all employees;
    - b. The individual COVID-19 log entry for a particular employee to that employee and to anyone having written authorized consent of that employee; and
    - c. A version of the COVID-19 log that removes the names of employees, contact information, and occupation, and only includes, for each employee in the COVID-19 log, the location where the employee worked, the last day that the employee was in the healthcare setting before removal, the date of that employee's positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced, to all employees.

J. Reporting

1. The school district will report to PEOSH:
  - a. Each work-related COVID-19 fatality within eight hours of the school district learning about the fatality;
  - b. Each work-related COVID-19 in-patient hospitalization within twenty-four hours of the school district learning about the in-patient hospitalization.

K. Monitoring Effectiveness

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1. The school district and the COVID-19 Safety Coordinator(s) will work collaboratively with employees to monitor the effectiveness of this Plan so as to ensure ongoing progress and efficacy.
  
2. The school district will update this Policy as needed to address changes in specific COVID-19 hazards and exposures in the healthcare setting.

This Policy and its Appendices will be made available upon request.

29 CFR §1910.502

Occupational Safety and Health Administration Fact Sheet Subpart U COVID-19

Healthcare Emergency Temporary Standard

Occupational Safety and Health Administration Model Plan

Adopted: 11 November 2021

**Appendix 1 – Identifying the Healthcare Settings in the School District:**

Location of healthcare setting in the school district buildings listed below:

| Facility Location                                       | Worksite-Specific COVID-19 Considerations   |
|---|---|
| Riverside Township<br>Elementary School<br><br>Room 405 | <ul style="list-style-type: none"> <li>▪ Room is equipped with desk shields/barriers, approved disinfectants and cleaning supplies, hand sanitization station, air purifier/scrubber.</li> <li>▪ Ventilation is tested and a MERV 7 (or higher) air filter is utilized in the individual room ventilation system.</li> <li>▪ An adequate supply of PPE is maintained within the room at all times.</li> <li>▪ At least one additional room is available for student/patient privacy.</li> </ul> |

| Facility Location                                   | Worksite-Specific COVID-19 Considerations   |
|---|---|
| Riverside Township<br>Middle School<br><br>Room 133 | <ul style="list-style-type: none"> <li>■ Room is equipped with desk shields/barriers, approved disinfectants and cleaning supplies, hand sanitization station, air purifier/scrubber.</li> <li>■ Ventilation is tested and a MERV 7 (or higher) air filter is utilized in the individual room ventilation system.</li> <li>■ An adequate supply of PPE is maintained within the room at all times.</li> <li>■ At least one additional room is available for student/patient privacy.</li> </ul> |

**Appendix 2 – Vaccination Status Plan:**

Per Executive Order No. 253, all school personnel are required to be fully vaccinated against COVID-19 by October 18, 2021 or be subject to COVID-19 testing at minimum one to two times per week. All school personnel will be required to submit a copy of their official COVID-19 vaccination record. Personnel that are unable to produce a vaccination record will be subject to weekly testing per Executive Order No. 253.

**Appendix 3 – Completed OSHA Hazard Forms and Results:**

Please see the attached OSHA Covid-19 Employee Job Hazard Analysis:

| <b>Employee Job<br/>Hazard Analysis<br/>(Controls)</b>   |  |
|--|--|
| <p><b>This form will help employers and their employees identify controls to implement to minimize potential employee exposure to COVID-19. Refer to the Fixed Work Location and Job Task Inventory for Employees Outside of Direct Patient Care Areas Who Cannot Maintain Physical Distancing as well as the Job Task Inventory for Employees with Potential for Exposure to a Person with Suspected or Confirmed COVID-19 sections above to complete this form for every fixed work location or job task identified in these sections.</b></p> |  |
| <p><b>At least one non-managerial employee should provide input on this Job Hazard Analysis.</b></p>   |  |
| <p><b>Employee Name(s), Position/Title, Shift</b></p>  |  |
| <p> </p>   |  |
| <p><b>Facility Location (e.g., campus, building number)</b></p>  |  |
| <p> </p>   |  |
| <p><b>Controls to implement (as appropriate and feasible) for employees outside of direct patient care areas who cannot maintain physical distancing</b></p>   |  |
| <p><b>Fixed Work Location(s) (refer to table above):</b></p>   |  |
| <p> </p>   |  |
| <p><b>Job Tasks and Descriptions:</b></p>  |  |
| <p> </p>   |  |
| <p><b>? Work processes or procedures have been adjusted to ensure that employees are as far apart as feasible from other people.</b></p>   |  |
| <p><b>How:</b></p>   |  |
| <p>• <i>for example: using a lifting device instead of a co-worker</i></p>   |  |

Physical barriers have been installed where physical distancing is not feasible.

*NOTE: Physical barriers are not required in direct patient care areas or resident rooms. The ETS also exempts fully vaccinated workers from physical distancing and barrier requirements when in well-defined areas of the workplace where there is no reasonable expectation that any person with suspected or confirmed COVID-19 will be present. Refer to list of well-defined areas above.*

- Between employees and other people where possible
- Between co-worker workstations where possible
- Barriers are at height and width to block face-to-face pathways between persons
- Small pass-through openings for objects, if necessary, are located at the bottom of the barrier and away from users' breathing zones
- Barriers are fixed or secured so they do not move excessively (secured to ground or surface; hanging barriers have bottoms secured)
- Barriers are easily cleanable or disposable
  - Barrier cleaning supplies are stocked and conveniently located
- Barriers do not block emergency exits and pathways

**Controls to implement for employees with potential for exposure to a person with suspected or confirmed COVID-19**

Controls for AGPs performed on a person with suspected or confirmed COVID-19:

- The number of employees present during the procedure is limited to only those essential for patient care and procedure support
- The procedure is performed in an AIIR, if available
- All surfaces and equipment in the room or area where the procedure is performed are cleaned and disinfected after the procedure is completed

**PPE:**

The employer must provide a respirator, gloves, an isolation gown or protective clothing, and eye protection to each employee with exposure to people with suspected or confirmed COVID-19. The employer must ensure that the respirator is used in accordance with the respiratory protection standard (29 CFR 1910.134) and that other PPE is used in accordance with 29 CFR 1910 subpart I.

For AGPs performed on a person with suspected or confirmed COVID-19, employers are encouraged to select elastomeric respirators or PAPRs instead of filtering facepiece respirators.

**Use this form for each healthcare job task (refer to table above) with potential exposure to COVID-19.**

| Description of Job Task  | Employee Protections  | Provided by Employer | Follow-up / Notes               |
|--|---|----------------------|---------------------------------|
| <i>For example: A nurse in the ICU must enter the patient's room and draw three vials of blood once daily in the morning before breakfast.</i><br><br><i>The patient is positive for COVID-19.</i><br><br><i>The ICU nurses have been issued N95 respirators. ICU nurses</i> | Gloves  | x                    |                                 |
|  | Isolation gown  | x                    |                                 |
|  | Facemasks cleared by the FDA, authorized by an FDA EUA, or offered or distributed as described in an FDA enforcement policy | x                    | When not wearing N95 respirator |
|  | N95 respirator, or equivalent   | x                    |                                 |
|  | Goggles or face shield  | x                    |                                 |
|  | Powered air-purifying respirator (PAPR)   |                      |                                 |
|  | Airborne infection isolation room (AIIR)  |                      |                                 |
| <b>Other, specify:</b>   |   |                      |                                 |



|   |   |  |  |
|---|---|--|--|
| <i>wear FDA-authorized face masks when not in a COVID-19 positive patient's room.</i>   |   |  |  |
|   | Gloves  |  |  |
|   | Isolation gown  |  |  |
|   | Facemasks cleared by the FDA, authorized by an FDA EUA, or offered or distributed as described in an FDA enforcement policy |  |  |
|   | N95 respirator, or equivalent   |  |  |
|   | Goggles or face shield  |  |  |
|   | Powered air-purifying respirator (PAPR)   |  |  |
|   | Airborne infection isolation room (AIIR)  |  |  |
|   | Other, specify:   |  |  |
|   | Gloves  |  |  |
|   | Isolation gown  |  |  |
|   | Facemasks cleared by the FDA, authorized by an FDA EUA, or offered or distributed as described in an FDA enforcement policy |  |  |
|   | N95 respirator, or equivalent   |  |  |
|   | Goggles or face shield  |  |  |
|   | Powered air-purifying respirator (PAPR)   |  |  |
|   | Airborne infection isolation room (AIIR)  |  |  |
|   | Other, specify:   |  |  |
| <b>Controls to implement for contact with other people while occupying a vehicle for work</b>   |   |  |  |
| <i>Identify the protective measures taken when employees occupy a vehicle with another person for work purposes.</i>  |   |  |  |
| Required by the ETS:  |   |  |  |
| <input type="checkbox"/> Facemasks are worn over the nose and mouth<br><input type="checkbox"/> Clean high-touch surfaces daily (e.g., steering wheel, door handles, seats) Best practices for employee protection:<br><input type="checkbox"/> Use fan at highest setting<br><input type="checkbox"/> DO NOT use "Recirculate" for cabin heating/cooling<br><br><input type="checkbox"/> Open window(s) whenever weather permits<br><br><input type="checkbox"/> Separate workers as much as possible in the vehicle (e.g., avoid having persons sit side-by-side) |   |  |  |
| <b>Action Items from Job Hazard Analysis:</b>   | <b>Follow up to Action Items:</b>   |  |  |
|   |   |  |  |
|   |   |  |  |

|  |            |           |                         |
|--|------------|-----------|-------------------------|
| <b>✓ Implementing a COVID-19 Training Program</b>  |            |           |                         |
| <b>Ensure that all employees receive training, in a language and at a literacy level that they can understand.</b>       |            |           |                         |
| <b>Have you trained each employee on COVID-19 health hazards including providing information about:</b>                  | <b>YES</b> | <b>NO</b> | <b>Follow-up Action</b> |
| <input type="checkbox"/> How COVID-19 is transmitted (including pre-symptomatic and asymptomatic transmission)           |            |           |                         |
| <input type="checkbox"/> The importance of hand hygiene to reduce the risk of spreading COVID-19 infections              |            |           |                         |
| <input type="checkbox"/> Ways to reduce the risk of spreading COVID-19 through the proper covering of the nose and mouth |            |           |                         |
| <input type="checkbox"/> The signs and symptoms of COVID-19  |            |           |                         |
| <input type="checkbox"/> The risk factors for severe illness   |            |           |                         |

|  |   |  |  |
|--|---|--|--|
| <input type="checkbox"/> When to seek medical attention  |   |  |  |
| <b>Have you reviewed your COVID-19 plan, policies, and procedures with your employees, including:</b>  |   |  |  |
| <input type="checkbox"/> Where to find the plan, and how to obtain copies  |   |  |  |
| <input type="checkbox"/> Name(s) and Contact(s) of the COVID-19 Safety Coordinator(s)  |   |  |  |
| <input type="checkbox"/> The completed Workplace Checklist, Fixed Work Location and Job Task Inventory for Employees Outside of Direct Patient Care Areas Who Cannot Maintain Physical Distancing, Job Task Inventory for Employees with Potential for Exposure to a Person with Suspected or Confirmed COVID-19, and the Employee Job Hazard Analysis (Controls), and how to obtain copies of each  |   |  |  |
| <input type="checkbox"/> Your specific policies and procedures on patient screening and management   |   |  |  |
| <input type="checkbox"/> Tasks and situations in the workplace that could result in COVID-19 infection   |   |  |  |
| <input type="checkbox"/> Your specific policies and procedures to prevent the spread of COVID-19 that are applicable to the employee's duties (e.g., policies on Standard and Transmission- Based Precautions, physical distancing, physical barriers, ventilation, aerosol- generating procedures)  |   |  |  |
| <input type="checkbox"/> Your specific multi-employer workplace agreements related to infection control policies and procedures, the use of common areas, and the use of shared equipment that affect employees at the workplace   |   |  |  |
| <input type="checkbox"/> Your specific policies and procedures for PPE for your workplace including: <ul style="list-style-type: none"> <li>o When PPE is required for protection against COVID-19</li> <li>o Limitations of PPE for protection against COVID-19</li> <li>o How to properly put on, wear, and take off PPE</li> <li>o How to properly care for, store, clean, maintain, and dispose of PPE</li> <li>o Any modifications to donning, doffing, cleaning, storage, maintenance, and disposal procedures needed to address COVID-19 when PPE is worn to address workplace hazards other than COVID-19</li> </ul> |   |  |  |
| <input type="checkbox"/> Your specific policies and procedures for cleaning and disinfection   |   |  |  |
| <input type="checkbox"/> Your specific policies and procedures on health screening and medical management  |   |  |  |
| <input type="checkbox"/> Available sick leave policies, any COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws; and other supportive policies and practices (e.g., telework, flexible hours)   |   |  |  |
| <b>Training Requirements / Notes:</b>  |   |  |  |
| <i>Employee Representative Name and Date:</i>  | <i>COVID-19 Safety Coordinator Name and Date:</i> |  |  |
|  |   |  |  |

**Appendix 4 – Patient Screening and Management:**

- Only one point of entry will be available for each setting with foot traffic monitored to ensure minimal interaction with students/patients.
- An additional room has been made available within each setting to maintain student/patient privacy.
- If feasible, students/patients will be asked to remain outside until they are called into the setting to reduce crowding.

#### **Appendix 5 – Standard and Transmission-Based Precautions:**

- Ensure appropriate student/staff placement – designated isolation room.
- Use appropriate PPE – includes gloves, masks, and gowns which are made available to all students and staff.
- Limit movement of student/staff of the isolation room.
- Use disposable or specific patient care equipment.
- Clean and disinfect rooms as per district guidelines.

#### **Appendix 6 – Personal Protective Equipment (PPE):**

- Facemasks and additional PPE are available to all staff including employees with exposure to people with suspected or confirmed COVID-19.
  
- Rooms designated as settings for treatment/screening of COVID-19 are equipped with appropriate PPE and inventory levels are monitored on a consistent basis.

#### **Appendix 7 – Physical Distancing:**

1. Signs and floor markings to indicate where employees and others should be located or their direction and path of travel, will be adjusted to ensure physical distancing.
2. Isolation rooms have been designated in the school building for those students/staff displaying symptoms of COVID-19. Additional rooms have been made available in those rooms designated for treatment/screening of COVID-19 to ensure student/staff privacy.
3. Corridors, meeting rooms, stairways, breakrooms, entrances, exits, and elevators will maintain a setting that limits close contact with other individuals and will be monitored consistently.
4. Physical distancing between staff for areas such as aisles, tables, counters, check-in and checkout stations, etc. will be maintained and monitored consistently to limit close contact.

#### **Appendix 8 – Physical Barriers:**

- Where applicable, physical barriers will be installed when physical distancing cannot be consistently maintained and spacing cannot be increased.

#### **Appendix 9 – Cleaning and Disinfecting:**

- During each school day while students are in the building our custodians will be wiping down high touch surfaces. They will be using Buckeye Eco Neutral Disinfectant E23, " for use against SARS-Related Coronavirus 2 (SARS-CoV-2)". After students are dismissed every day custodians will disinfect each of the classrooms, offices, gymnasium, computer labs, weight room, all-purpose room, faculty rooms, cafeterias, media centers, bathrooms, etc., with BruTab 6S through an ionization sprayer. The BruTab 6S, "is a US EPA registered disinfectant and sanitizer, bleach alternative in effervescent tablet form that is effective against a broad range of microorganisms including C. difficile spores, Hepatitis B, Norovirus and Canine parvovirus." Another chemical we use each night is Buckeye Terminator one-step disinfectant. Information about the chemical is as follows: "The US Environmental Protection Agency (EPA) has approved the product for use against SARS-Related Coronavirus 2 (SARS-CoV-2)". The information on the product descriptions listed in this paragraph came directly from the company's literature. Additionally, each classroom has B23 bucket wipes in their classroom and there are approximately 350 sanitation stations throughout the district, including in the classrooms.

## Appendix 10 - Ventilation:

|   |  |
|---|--|
| The following individual(s) is responsible for maintaining the HVAC system(s) and can certify that it is operating in accordance with the ventilation provisions of OSHA's COVID-19 ETS.<br><i>(e.g., Maintenance employee, HVAC service contractor(s))</i> |  |
| <u>Name/Contact Information:</u><br>Robert Karmade  | <u>Location:</u><br>Riverside<br>Township<br>Public<br>Schools |

Individual classroom ventilation systems are equipped with MERV 7 filters (where possible) and UV/Bipolar Ionization units. These filters are replaced at a minimum of 3 times per year. The school building's rooftop HVAC system is equipped with MERV 7 filters which are replaced at a minimum of 3 times per year. The building's HVAC control system is programmed to allow an adequate level of fresh air to enter the building throughout the school day.

## Appendix 11 – Health Screening and Medical Management for Employees:

1. The school district along with the NJDOH, has made COVID-19 testing available weekly, free of charge, to all staff on the designated testing day/time.
2. Employees must notify the school district if they are sick or experiencing symptoms while at home or at work in a timely manner.
3. Employees are encouraged to stay home when they are sick, when household members are sick, or when required by a healthcare provider to isolate or quarantine themselves or a member of their household, to reduce the risk of transmission.
4. Employees are notified via email or telephone of positive COVID-19 cases and are informed of any identified close contacts.
5. Employees who are identified as a positive COVID-19 case will be required to leave the premises immediately and the process of contact tracing will begin at that point.
6. The school district will only allow employees who have been removed from the healthcare setting to return to work in accordance with guidance from a licensed healthcare provider or in accordance with the CDC's "Isolation Guidance" and "Return to Work Healthcare Guidance."

## Appendix 12 – Medical Removal Protection Benefits:

- Per OSHA's COVID-19 Healthcare Emergency Temporary Standard (ETS), employees will be provided benefits to which the employee is normally entitled and pay the employee the same regular pay the employee would have received had the employee not been absent from work, up to \$1,400 per week per employee. For employers with fewer than 500 employees, the employer must pay the employee up to the \$1,400 per week cap but, beginning in the third week of an employee's removal, the amount is reduced to only two-thirds of the same regular pay the employee would have received had the employee not been absent from work, up to \$200 per day (\$1000 per week in most cases).
- The ETS also provides that the employer's payment obligation is reduced by the amount of compensation the employee receives from any other source, such as a publicly or employer-funded compensation program (e.g., paid sick leave, administrative leave), for earnings lost during the period of removal or any additional source of income the employee receives that is made possible by virtue of the employee's removal.

### **Appendix 13 – Vaccinations:**

The school district along with the NJDOH, has made COVID-19 testing available weekly, free of charge, to all staff on the designated testing day/time. Staff are also given the option to be tested elsewhere at their own expense. However, a negative COVID-19 test must be submitted in order to be eligible to work the following week after testing.

### **Appendix 14 – Training:**

Training will be conducted via online education and supplemented with additional materials as needed.

- I. The school district will ensure that each employee receives training, in a language and at a literacy level the employee understands, on the following topics:
  - a. COVID-19, including:
    - (1) How COVID-19 is transmitted (including pre-symptomatic and asymptomatic transmission);
    - (2) The importance of hand hygiene to reduce the risk of spreading COVID-19 infections;
    - (3) Ways to reduce the risk of spreading COVID-19 through proper covering of the nose and mouth;
    - (4) The signs and symptoms of COVID-19;
    - (5) Risk factors for severe illness; and
    - (6) When to seek medical attention.
  - b. The school district's procedures on patient screening and management;
  - c. Tasks and situations in the healthcare setting that could result in COVID-19 infection;
  - d. Healthcare setting-specific procedures to prevent the spread of COVID-19 that are applicable to the employee's duties (e.g., policies on Standard and Transmission-Based Precautions, physical distancing, physical barriers, ventilation, aerosol-generating procedures);
  - e. Employer-specific multi-employer healthcare setting agreements related to infection control policies and procedures, the use of common areas, and the use of shared equipment that affect employees at the healthcare setting;

- f. The school district's procedures for PPE worn to comply with the ETS, including:
    - (1) When PPE is required for protection against COVID-19;
    - (2) Limitations of PPE for protection against COVID-19;
    - (3) How to properly put on, wear, and take off PPE;
    - (4) How to properly care for, store, clean, maintain, and dispose of PPE; and
    - (5) Any modifications to donning, doffing, cleaning, storage, maintenance, and disposal procedures needed to address COVID-19 when PPE is worn to address healthcare setting hazards other than COVID-19.
  - g. Healthcare setting-specific procedures for cleaning and disinfection;
  - h. The school district's procedures on health screening and medical management;
  - i. Available sick leave policies, any COVID-19-related benefits to which the employee may be entitled under applicable Federal, State, or local laws, and other supportive policies and practices (e.g., telework, flexible hours, etc.);
  - j. The identity of school district's Safety Coordinator(s) specified in this Plan; and
  - k. The ETS.
    - (1) How the employee can obtain copies of the ETS and any employer-specific policies and procedures developed under the ETS, including this Policy, which is the school district's written Plan.
2. The school district will ensure that the training is overseen or conducted by a person knowledgeable in the covered subject matter as it relates to the employee's job duties, and that the training provides an opportunity for interactive questions and answers with a person knowledgeable in the covered subject matter as it relates to the employee's job duties.
3. The school district will provide additional training whenever changes occur that affect the employee's risk of contracting COVID-19 at work (e.g., new job tasks), policies or procedures are changed, or there is an indication that the employee has not retained the necessary understanding or skill.