

# Complete transcript of PowerPoint Slides COVID-19 Preventative Work Practices

**EHS Department, BBS CSULB – May 2021**

## Slide -1 Introduction - COVID-19 Preventative Work Practices

- Spring Yellow Tier Edition
- May 2021

## Slide 2 "Yellow Tier" Update - May 2021

- In accordance with the State of California, “Blueprint for a Safer Economy”, Long Beach meets the Yellow Tier 4 condition of *minimal COVID-19 transmission* based on local positivity rate, adjusted case rate and health equity metric
- Moving into this category allows the University to allow greater occupancy for indoor facilities
- The use and application of face coverings, social distancing and cleaning/disinfecting protocols on campus as COVID-19 preventative practice **remains unchanged**

## Slide 3

### Overview

- Purpose and Regulatory Authority
- What is COVID-19?
- Working Responsibly to Prevent Spread
- Before You Come to Work
  - Are you Sick? Stay home!
  - Daily Symptom Check
- Work Protocol
  - Social Distancing
  - Cloth Face Coverings
  - Glove Usage
  - PPE
- Cleaning/Disinfecting Guidance

- Package Deliveries
- Communication Protocol
  - Signage
  - Media
- See Something – Say Something
- Summary

## Slide - 4

### Purpose and Regulatory Authority

- California Code of Regulations, Title 8, Section 3203 (Illness and Injury Prevention Program) requires the University to adopt and enforce a “system for ensuring that employees comply with safe and healthy work practices”
- Cal/OSHA requires employers covered by the Aerosol Transmissible Diseases (ATD) Standard (California Code of Regulations, Title 8, Section 5199) to protect employees from airborne infectious diseases such as COVID-19 and other pathogens transmitted by aerosols

**This presentation intends to provide you with the information you need to keep yourself and your co-workers safe and healthy upon your return to campus**

## Slide - 5

### What is COVID-19?

- COVID-19 = **CO**rona **VI**rus **D**isease 2019
- Origin – Wuhan, China open-air live food market, Dec 2019
- Source – Zoonotic disease transfer from infected animal to human
- Transmission –Infectious respiratory aerosols/droplets through  
person-to-person contact or by touching aerosols/droplets on surfaces with hands and transferring the virus to eyes, nose or mouth

## Slide-6

What is COVID-19? (continued)

- **Symptoms** - May appear 2-14 days after exposure
  - Cough
  - Fever or chills
  - Headache
  - Shortness of breath or difficulty breathing
  - Fatigue
  - New loss of taste or smell
  - Sore throat
  - Muscle pain/body aches
  - Nausea/vomiting
  - Diarrhea
  - Congestion or runny nose
- **IMPORTANT NOTE:** An infected person may exhibit no symptoms!

## Slide-7

What is COVID-19? (continued)

### **Treatment:**

- Stay home/self-quarantine
- Take care of yourself with rest and drinking plenty of fluids
- Stay in touch with your doctor. Call before seeking medical care
- Seek emergency assistance if you have trouble breathing or exhibit other emergency warning signs
- Avoid public transportation

## Slide -8

What is COVID-19 (continued)

### Prevention:

- Get IMMUNIZED! – All members of the campus community are strongly encouraged to receive the COVID-19 vaccine. A [University Vaccine Distribution Program](#) is in progress with appointments available to all students, faculty and staff

## Slide – 9

Working Responsibly to Prevent Spread

- COVID-19 can be lethal! Nearly 1.1 million people have died worldwide; >550,000 in the U.S.
- Strict adherence to preventative work practices is ESSENTIAL to prevent spread and maintain a healthy workforce
- You owe it to your co-workers, family and friends to exercise caution, follow University protocols and maintain hygienic conditions on campus

## Slide – 10

STAY HOME IF YOU'RE SICK

If you feel unwell or exhibit COVID-19 symptoms:

- Stay home and contact your supervisor/manager
- If on duty, inform your supervisor/manager electronically and leave the campus
- Follow-up with your supervisor/manager. Identify areas where you worked and people with whom you've interacted
- Contact your health care provider if you experience respiratory difficulties or your condition worsens

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CAN I WORK?

If you have tested positive or have interacted with a person known to have tested positive, do not return to work!

A Campus Health Official will follow-up with quarantine and return-to-work instructions.

**Those fully vaccinated who have been exposed to someone who has tested positive do not need to self-quarantine if it has been at least 2 weeks since their final dose**

Fully vaccinated individuals will need to self-monitor for symptoms for 14 days post-exposure

## Slide – 12

### SYMPTOM CHECK QUESTIONNAIRE

- An online or written symptom check questionnaire must be completed and submitted prior to each campus arrival
- Submit the signed form online or to your supervisor/manager before each shift
- All employees are required to answer questions on the questionnaire completely and truthfully

## Slide -13

### PREVENTATIVE PRACTICE WORK PROTOCOL

- Wash your hands frequently with soap and water for at least 20 seconds
- Avoid shaking hands
- Cover your coughs/sneezes
- Avoid touching your nose, mouth and eyes
- Keep frequently touched common surfaces clean

## Slide – 14

### CAMPUS PREVENTATIVE PRACTICE WORK PROTOCOL

- Wear a cloth face covering
- Maintain a minimum six-foot distance from one another
- Follow instructions on signs, placards and floor decals for social distancing and other safety guidance
- Keep common areas cleaned and disinfected

## Slide – 15

### CSULB WORK PROTOCOL

- Do not share cellphones, desks, offices, tools or other work equipment
- Minimize group meetings
- Utilize online meeting platforms whenever possible
- Limit unnecessary visitors to the workplace and keep disinfectants in stock

## Slide – 16

### CAMPUS PREVENTATIVE PRACTICE WORK PROTOCOL

- All high contact surfaces should be disinfected thoroughly and frequently
- Soap and water for handwashing is available in each restroom
- Hand sanitizers are available in publicly-accessible areas and near building entrances
- Disinfectants and other cleaning supplies are available upon request

## Slide – 17

### CLEANING & DISINFECTING GUIDANCE - What is the Difference between “Cleaning” and

“Disinfecting”?

**Cleaning:** Refers to removing the dirt and impurities from surfaces. Cleaning does not kill pathogens, but by removing them, reduce their numbers and the risk of spreading infection. Cleaning is typically performed using soap, detergents, cleansers and clean water prior to a disinfection process.

**Disinfecting:** Refers to using chemicals to kill pathogens on surfaces. This process of neutralizing pathogens reduces the risk of spreading infection, but may not necessarily clean dirty or stained surfaces. BBS Custodial disinfecting is performed by using EPA-approved disinfection solutions.

*Cleaning and Disinfecting are performed as part of a two-step process*

## Slide – 18

### CLEANING & DISINFECTING GUIDANCE (continued)

Common Shared, High-Touch Areas:

- **Offices**
  - Desktops
  - Keyboards
  - Mouse
  - Phones
  - Chair Armrests
  - Writing Implements
  - Office Accessories (e.g. Staplers, Calculators, Tape Dispenser)
  - Door Knobs/Handles
  - Door Access Keypads
- **Restrooms – If You Use It, Please Help Keep It Clean and Safe!**
  - Door Handles
  - Toilet Seats
  - Toilet Flush Handles
  - Faucet Knobs

- **Breakrooms – It’s Everyone’s Responsibility!**

- Refrigerator Handles
- Water Cooler Dispenser
- Coffee Maker
- Countertops
- Cabinet Handles
- Microwave Buttons

- **Elevators**

- Buttons
- Rails

- **Vehicles**

- Steering Wheel
- Door Handle
- Dashboard Instruments
- Windshield Mirror

- **Stair and Floor Rails**

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#### CAMPUS PHYSICAL DISTANCING PROTOCOL

- Set up work stations that separate employees by at least 6 feet and don’t face one another
- Use Plexiglas, partitions and/or other impermeable barriers at service desks and other high-density areas
- Use visual cues such as wall placards and floor markings to facilitate physical distancing

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#### CAMPUS PHYSICAL DISTANCING PROTOCOL (continued)

- Practice social distancing anytime on campus. Avoid crowding in elevators, meeting rooms and restrooms
- Avoid carpooling. If absolutely necessary, wear face coverings, maximize social distancing and lower windows and/or open-air vents to allow fresh air to freely circulate

## Slide – 21

### CLOTH FACE COVERINGS

- Cloth face coverings help to reduce the spread of potentially infectious droplets when combined with physical distancing and hand washing
- Cloth face coverings protect not only you, but everyone else you have contact with if you are asymptomatic
- Coverings are to be worn at all times when in contact or likely to come into contact with others
- Wearing a face covering does not eliminate the need to physically distance yourself from others or to wash your hands frequently
- Wearing a cloth face covering is optional when an employee *is alone* in a mechanical room, telecom room, private office, classroom, or within a walled cubicle

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### TYPES OF FACE COVERINGS

- Cloth
- Neoprene
- Scarf
- Surgical mask

**NOTE: Use of Neck Gaiters and Bandanas as a face covering are NOT recommended.**

## Slide – 23

### HOW TO USE FACE COVERINGS

- Mask should cover your mouth, nose and chin, with the color side facing outwards
- Fits snugly with no gaps
- You should have no difficulty breathing normally
- Remove carefully by the straps, do not touch the inside or outside surface of the mask
- Shall be washed with regular laundry and allowed to dry completely on a **DAILY** basis. Surgical and N95 masks should be disposed after use or decontaminated by heating at [160F for a minimum of 30 minutes](#)
- Do not wear wet or damaged masks
- Replace when fabric or straps become compromised

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### HOW TO USE FACE COVERINGS (continued)

- Use for an entire day, unless soiled or damaged
- Never wear someone else's mask
- Procure several masks and store in a clean paper bag. [Used masks to be re-used should be stored in a separate disposable paper bag.](#) Distinguish the bags by markings or other discernable feature so as to not get them mixed up. Used masks to be disposed can be stored in a sealable poly bag and discarded

## Slide – 25

### PROTECTIVE EQUIPMENT

#### **Each employee will be issued:**

- Face covering
- Disposable gloves (for cleaning/disinfecting)

#### **Personal Protective Equipment (PPE) Usage:**

- Continue using PPE for your particular work task as described in your PPE training. If you have not received updated PPE training or have PPE questions, please contact EHS

## Slide – 26

### GLOVE USAGE

- Gloves should be routinely worn when cleaning/disinfecting or whenever you may come in contact with pathogens, blood or bodily fluids. Wash hands immediately after glove use.
- Gloves are not recommended in other instances (e.g. going shopping or using an ATM). Any benefit is negated by the potential to cross-contaminate through incorrect glove removal, handling and disposal

## Slide – 27

### GLOVE REMOVAL

1. Pinch and hold the outside of the glove near the wrist area.
2. Peel downwards, away from the wrist, turning the glove inside-out
3. Pull the glove away until it is removed from the hand, holding the inside-out glove with the gloved hand.
4. With you un-gloved hand, slide your finger(s) under the wrist of the remaining glove. **Do not touch** the outer surface of the glove.
5. Peel downwards, away from the wrist, turning the glove inside out.
6. Continue to pull the glove down and over the inside-out glove being held in your gloved hand.

Cross-contamination may occur with improper glove removal! Follow this procedure to minimize viral spread

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### COMMUNICATION PROTOCOL

#### **CAMPUS SIGNAGE:**

- Social Distancing Protocol
- Cleaning/Disinfecting Guidance
- Masks and Other Protective Equipment

#### **MEDIA INFORMATION SOURCES:**

- <https://www.csulb.edu/covid-19>
- <https://www.facebook.com/csulb/>

- <http://www.longbeach.gov/hr/covid-19/>

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SEE SOMETHING – SAY SOMETHING

Ensuring safe campus work conditions during a pandemic is an enormous, complex endeavor that must involve the cooperation of everyone to be successful.

**Report health and safety incidents and concerns to your supervisor/manager, EHS or UPD**

## Slide – 30

A Final Word...

73% of people hospitalized from COVID-19 had pre-existing medical conditions

98% of people who died from COVID-19 had pre-existing medical conditions

ADOPT A HEALTHY LIFESTYLE REGIMEN

TO AVOID PRE-EXISTING MEDICAL CONDITIONS!

- Apply Strategies that Reduce Stress and Depression
- Eat Quality Food
- EXERCISE
- If You Smoke, Stop. If You Don't Smoke, Don't Start
- Get Good Sleep
- Control Chronic Health Disorders (high blood pressure,  
• Type II diabetes, high cholesterol, obesity)
- Get Annual Routine Checkups

## Slide – 31

Summary

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