







# COVID-19 Prevention Program

An Addendum to the Injury and Illness Program: *In accordance with TITLE 8, DIVISION I, CHAPTER 4, Subchapter 7. General Industry Safety Orders Section 3205, COVID-19 Prevention*

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### (d) COVID-19 Investigation, review and hazard correction.

In addition to the requirements of our COVID-19 Prevention Program the District will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19. The investigation and review shall be documented and include:

(1) Investigation of new or unabated COVID-19 hazards including the employer's leave policies and practices and whether employees are discouraged from remaining home when sick; the employer's COVID-19 testing policies; insufficient outdoor air; insufficient air filtration; and lack of physical distancing.

(2) The review shall be updated every thirty days that this section continues to apply, in response to new information or to new or previously unrecognized COVID-19 hazards, or when otherwise necessary.

(3) The District will implement changes to reduce the transmission of COVID-19 based on the investigation and review required by our COVID-19 Prevention Program. The District will consider moving indoor tasks outdoors or having them performed remotely, increasing outdoor air supply when work is done indoors, improving air filtration, increasing physical distancing as much as feasible, requiring respiratory protection in compliance with section 5144 and other applicable controls.

### (f) Buildings and structures with mechanical ventilation.

Employers shall filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, employers shall use filters with the highest compatible filtering efficiency. Employers shall also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units or other air cleaning systems would reduce the risk of transmission and, if so, shall implement their use to the degree feasible.

*Note: Authority cited: Section 142.3, Labor Code. Reference: Sections 142.3 and 144.6, Labor Code.*

## § 3205.2. Major COVID-19 Outbreaks.

### (a) Scope.

(1) This section applies to any workplace covered by our COVID-19 Prevention Program if:

- 20 or more employee COVID-19 cases in an exposed group, as defined by section 3205(b), visited the workplace during the high-risk exposure period within a 30-day period.

(2) This section shall apply until there are fewer than three COVID-19 cases detected in the exposure group for a 14-day period.

### (b) COVID-19 testing.

Employers shall continue to comply with section 3205.1, except that the COVID-19 testing described in section 3205.1(b) shall be made available to all employees in the exposed group, regardless of vaccination status or more frequently if recommended by the local health department.

(1) The District will provide a respirator for voluntary use in compliance with subsection 5144 (c)(2) to employees in the exposed group and shall determine the need for a respiratory protection program or changes to an existing respiratory protection program under section 5144 to address COVID-19 hazards.

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(2) Any employees in the exposed group who are not wearing respirators required by the employer and used in compliance with section 5144 shall be separated from other persons by at least six feet, except where an employer can demonstrate that six feet of separation is not feasible, and except for momentary exposure while persons are in movement. Methods of physical distancing include: telework or other remote work arrangements; reducing the number of persons in an area at one time, including visitors; visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel; staggered arrival, departure, work, and break times; and adjusted work processes or procedures, such as reducing production speed, to allow greater distance between employees. When it is not feasible to maintain a distance of at least six feet, individuals shall be as far apart as feasible.

(3) At work stations where an employee in the exposed group is assigned to work for an extended period of time, such as cash registers, desks, and production line stations, and where the physical distancing requirement in subsection (c)(2) is not maintained at all times, the employer shall install cleanable solid partitions that effectively reduce transmission between the employee and other persons.

(4) The District will evaluate whether to halt some or all operations at the workplace until COVID-19 hazards have been corrected.

(5) Any other control measures deemed necessary by the Division through the Issuance of Order to Take Special Action, in accordance with title 8 section 332.3.

*Note: Authority cited: Section 142.3, Labor Code. Reference: Sections 142.3 and 144.6, Labor Code.*

## Appendix A: Guidance

### Employers - General Guidance

- [California Blueprint for a Safer Economy](#) - Find the status of activities in your county
- [CDC Guidance for Travel-Domestic](#)
- [CDC Guidance for Travel-International](#)
- [CDC Guidance Masking](#)
- [Industry guidance to reduce risk](#)
- [Responding to COVID-19 in the Workplace for Employers-ETS](#)
- [Side by Side Comparison of COVID-19 Paid Leave](#)

### Guidance - K-12 Education

- Follow this [guidance for schools and school-based programs](#)

### Face Covering Information

- [Guidance for the Use of Face Coverings](#)
- [Face coverings, masks, and respirators](#) - Information & Overview
- [Face coverings, masks & respirators](#) - Handout
- [Use of Cloth Face Coverings to Help Slow the Spread of COVID-19](#) - CDC Recommendations
- Voluntary: use of N95 masks - Cal/OSHA

### California Healthy Schools Act & Integrated Pest Management (IPM)

- [Do I need training to use a disinfectant?](#)
- [IPM Training for School Staff](#) - Online [Training Options](#)
- [Reminders for Using Disinfectants](#) for Schools and Child Care
- [What About Hand Sanitizers?](#)
- EPA [Approved Cleaners](#)
- [Disinfecting Fogger Tips](#)

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- EPA Supports Healthy Indoor Environments in Schools During COVID-19 Pandemic

Americans with Disabilities Act - U.S. Equal Employment Opportunity Commission

- Pandemic Preparedness in the Workplace and the Americans with Disabilities Act
- What You Should Know About COVID-19 and the ADA, the Rehabilitation Act, and Other EEO Laws

## Appendix B: Cal/OSHA Regulations

Subchapter 7. General Industry Safety Orders § 3205. COVID-19 Prevention.

<https://www.dir.ca.gov/dosh/coronavirus/ETS.html>

## Appendix C: CDPH School Guidance:

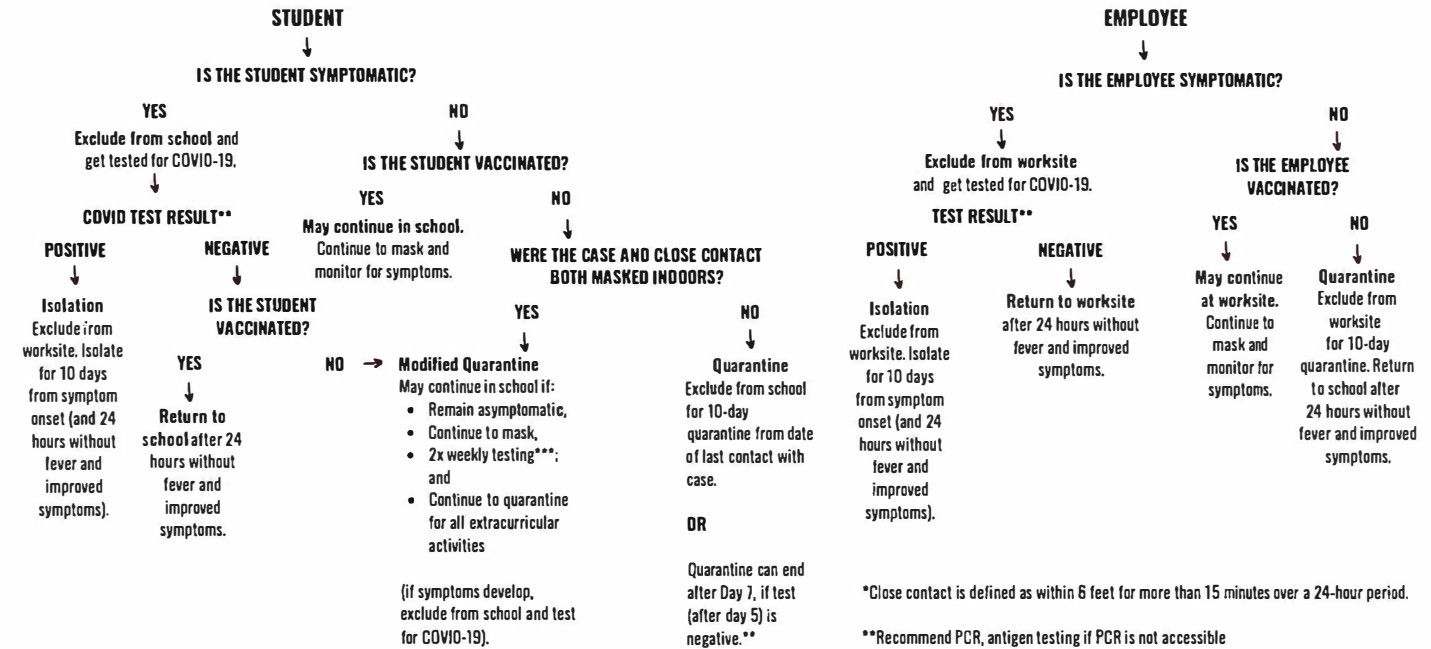
<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/K-12-Guidance-2021-22-School-Year.aspx>-Updated January 12, 2022

# CLOSE CONTACT QUARANTINE FLOW CHART FOR INDOOR CLASSROOM SETTINGS

2021-2022 COVID-19 PUBLIC HEALTH GUIDANCE FOR K-12 SCHOOLS IN CALIFORNIA

**IMPORTANT:** All close contact information (including masking information) should be sent to public health in SPOT or email. Quarantine instructions will be provided to by public health during contact tracing.

## IS THE CLOSE CONTACT\* A STUDENT OR EMPLOYEE?

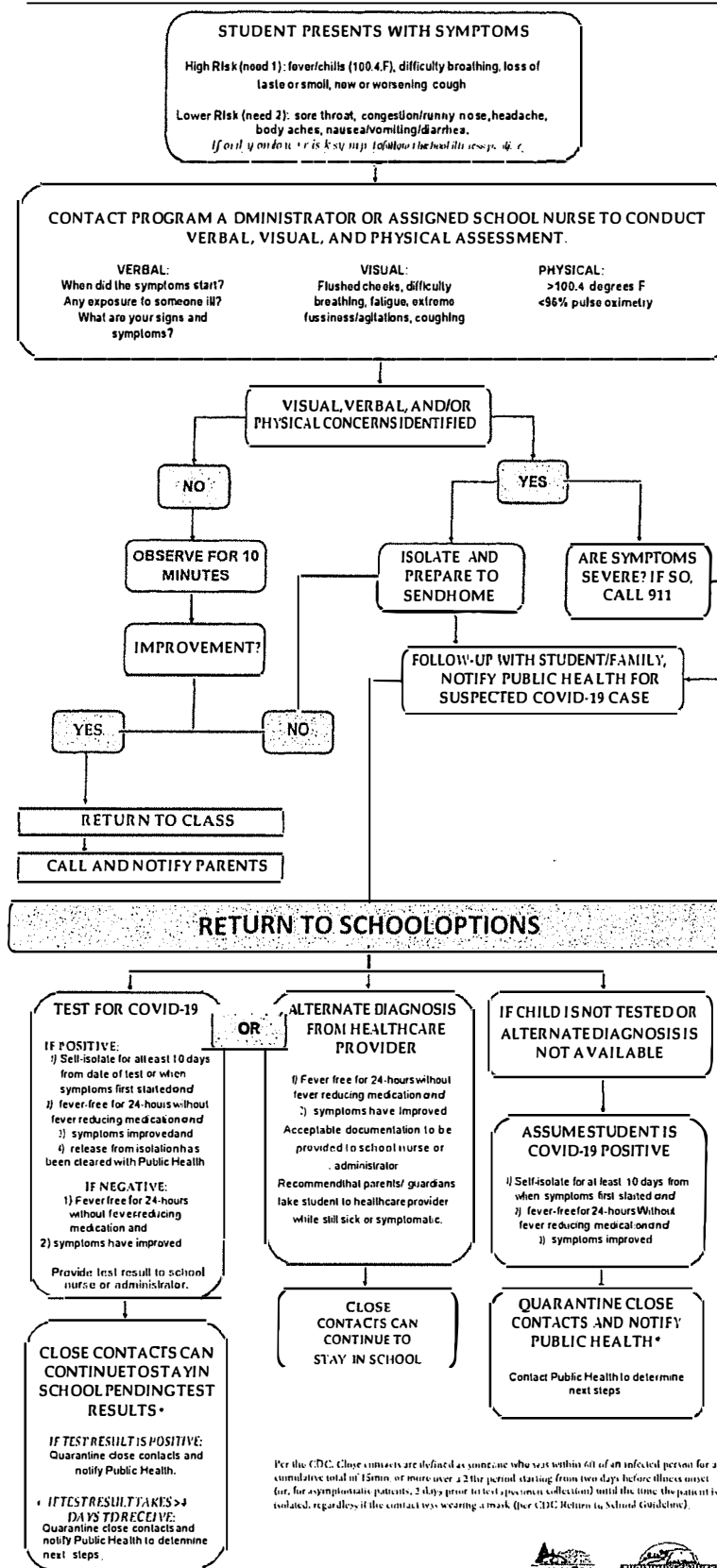


LAST REVISED: 7-30-2021

\*Close contact is defined as within 6 feet for more than 15 minutes over a 24-hour period.  
 \*\*Recommend PCR, antigen testing if PCR is not accessible  
 \*\*\* 2x weekly testing can be antigen test  
**SYMPTOMS:** High Risk (need 1): fever/chills (100.4°F), difficulty breathing, loss of taste or smell, new or worsening cough. Lower Risk (need 2): sore throat, congestion/runny nose, headache, body aches, nausea/vomiting/diarrhea. If only one low risk symptom, follow school illness policy.

# Attachment B

## WHAT TO DO IF A STUDENT IS SICK FLOW CHART



# Attachment C

## COVID-19 Screening Checklist for Employers

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

*Purpose: Based on the Febrile Respiratory Illness Health Order that took effect on 03/26/2020, all employers, on a daily basis, are to screen all employees for signs & symptoms of respiratory illness accompanied by fever and COVID-19.*

**Instructions: ALL employees and government officials entering the building must be asked the following below. Employees who are teleworking must also complete the screening. Please maintain this record for 14 days from completion of this form and have this form available upon request from the Public Health Department.**

**1. Have you washed your hands or used alcohol-based hand sanitizer on entry?**

YES  NO – Ask them to do so.

**2. Do you have any of the following symptoms which are new or unusual for you?**

New or worsening cough  Muscle or body aches  Headache  
 Sore throat  New or worsening shortness of breath or difficulty breathing  Fatigue  
 Congestion or runny nose  Nausea or vomiting  Diarrhea  New loss of taste or smell

- If YES to any, restrict them from entering the building and send person home.\*
- If NO to all, proceed to remaining questions.

**3. Employee's temperature: \_\_\_\_\_°F. (If you have a thermometer available)**

**3A. Does the employee have a fever (temperature 100.4°F or greater) or feeling feverish/having chills?**

YES  NO

- If YES to any, restrict them from entering the building and send person home.\*
- If NO, proceed to question #4.

**4. Ask the employee the following:**

Have you been exposed to any person who, within the past 14 days, was confirmed COVID-19 positive by lab test?  YES  NO

- If YES, contact your supervisor immediately\*\*
- If NO, proceed to #5

**5. Allow entry to building and remind individual to:**

Wash their hands or use alcohol-based hand sanitizer throughout their time in the building.  
 Not to shake hands with, touch, or hug others during their time in the building.

**\*The person being sent home, must inform their supervisor and Human Resources that they were sent home and is responsible for following-up with their primary care physician if needed.**

**\*\*Supervisors review second page of this document**

Person Performing Screening: \_\_\_\_\_



## Attachment C

Please refer to the definition of essential available from the state of California here: <https://covid19.ca.gov/img/EssentialCriticalInfrastructureWorkers.pdf>

Symptomatic employees should be sent home. If an employee becomes symptomatic at work, they should be sent home immediately

If the employee becomes sick during the day, they should be sent home immediately. Surfaces in their workspace should be cleaned and disinfected. Information on persons who had contact with the ill employee during the time the employee had symptoms and 2 days prior to symptoms should be compiled. Others at the facility with close contact within 6 feet of the employee during this time would be considered exposed.

### Asymptomatic Employees Who Have Been Exposed:

If an asymptomatic employee of an essential business has had contact with a confirmed COVID-19 case, and it is possible for them to remain quarantined at home, that is preferred. Workers should be encouraged to work remotely when possible and focus on core business activities. In-person, non-mandatory activities should be delayed until the resumption of normal operations. When continuous remote work is not possible, businesses should enlist strategies to reduce the likelihood of spreading the disease. This includes, but is not necessarily limited to, separating staff by off-setting shift hours or days and/or social distancing. These steps can preserve the workforce and allow operations to continue. If the absence of this asymptomatic employee would result in the failure of essential business operations, they should contact the Health Officer to determine if they may be allowed a 'modified quarantine' (may report to work and back home only).

If modified quarantine is approved, the employee must adhere to the following practices prior to and during their work shift:

- **Pre-Screen:** Employers should measure the employee's temperature and assess symptoms prior to them starting work. Ideally, temperature checks should happen before the individual enters the facility.
- **Regular Monitoring:** As long as the employee doesn't have a temperature or symptoms, they should self-monitor under the supervision of their employer's occupational health program.
- **Wear a Mask:** The employee should wear a face mask at all times while in the workplace and in public.
- **Social Distance:** The employee should maintain 6 feet and practice social distancing as work duties permit in the workplace.
- **Disinfect and Clean Workspaces:** Clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment routinely.

Employers should implement the recommendations in the [Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019](#) to help prevent and slow the spread of COVID-19 in the workplace. Additional information about identifying critical infrastructure during COVID-19 can be found on the DHS CISA website or the CDC's specific First Responder Guidance page.