

College of the Siskiyous

Siskiyous COVID-19: Mitigation, Implementation, & Response Plan

Updated
February 2021

[Siskiyous.edu/health/](https://www.siskiyous.edu/health/)

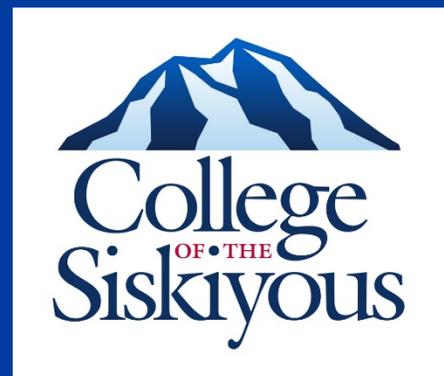


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Preface

College of the Siskiyou is committed to providing a safe and healthy workplace for all its employees, students, and visitors in helping to protect the communities it serves. To ensure a safe and healthy workplace, all areas of the College have assisted in the development of the Siskiyou COVID-19 Mitigation, Implementation, and Response Plan.

All personnel at College of the Siskiyou are responsible for implementing and following this plan. The goal is to mitigate potential risk for transmission of COVID-19 in the College's various workplaces. To accomplish this effectively requires full cooperation and engagement from students and employees. Only through this cooperative effort can the College hope to establish and maintain the safety and health of all persons.

On March 5, 2020, Dr. Stephen Schoonmaker, former Superintendent/President, declared a state of emergency for the College of the Siskiyou and the Siskiyou Joint Community College District in response to the COVID-19 global pandemic. The College's Incident Management Team (IMT) was activated, and since then the IMT has met weekly. There is no end in sight for the global pandemic, nor for the College's emergency efforts in risk mitigation, health and safety planning, systemic response, and strategic implementation. This resulting plan intends to fulfill the College's mission to "transform students' lives through education and success," while providing the best possible environmental health and safety protocols science, research, technology, and careful monitoring of the evolving and emerging situation at local, state, regional, national, and global levels can provide.

The employees and students are the foundation of this institution of higher education. In developing the College's environmental health and safety protocols in response to COVID-19 and embedded within the Siskiyou COVID-19 Mitigation, Implementation, and Response Plan, the protection of everyone's health and safety – students, employees, visitors, and the communities served – has been, and will continue to be the first and foremost priority.

Without the involvement of employees, healthcare professionals, local public health experts, and persistent collection and distillation of research and evolving public policy, the creation, revision, and evolution of the College's Siskiyou COVID-19 Mitigation, Implementation, and Response Plan would not have been possible. To maximize exposure to the planning process, each department developed individual action plans to ensure consistent consideration of key components for risk mitigation and safe College operations. Once these plans were collected and sorted, College leadership drafted an "individual response" plan depending on the College's four levels of operational status (based on local health factors) for the safety of all employees, students, and visitors to the College's workplace locations. This plan by phases examined the following seven major factors for behaviors and response:

- I. Campus Status (Students, Employees, Community, Communication on Status)
- II. Policy Management (Campus Access, Instruction Modalities, Employee Work Locations, Case Management/Testing/Response)
- III. Pre-Screening and Monitoring

- IV. Physical Distancing and Personal Protective Equipment (PPE) (Offices, Delivery of Services, Classrooms/Labs/Studios/Gyms/Sports Facilities, Common Areas)
- V. Identification of COVID-19 Hazards – Cleaning, Disinfecting, and Ventilation
- VI. Safe Practices
- VII. Communication and Education

Utilizing an iterative review and revision process, there was widespread involvement in the final version of this college-wide response plan.

Finally, the College prepared for the release of industry guidance for higher education from the State of California in order to compile all of these elements worked on since March, 2020, into a cohesive and comprehensive Siskiyou COVID-19 Mitigation, Implementation and Response Plan. This is the plan presented within these pages.

The Siskiyou COVID-19 Mitigation, Implementation, and Response Plan developed by College of the Siskiyou aligns with and adheres to the [industry guidance developed by the California Department of Public Health and Cal/OSHA](#), which was published August 7, 2020 (and updated September 30, 2020). Once this guidance was distributed to all California Community College to help institutions of higher education (IHE) and their communities plan and prepare to resume in-person instruction, the College carefully reviewed these guidelines. Virtually all of the guidelines from the state were already met or exceeded in the College's existing Siskiyou COVID-19 Mitigation, Implementation, and Response Plan. Any areas where additional information or logistics were required have been addressed since August 7, 2020 and then again following the update released September 30, 2020.

On November 30, 2020, California approved 21 pages of emergency Cal/OSHA regulations on COVID-19 infection prevention for all employers. The regulations went into effect immediately and will remain in effect until October 2, 2021. Those regulations as stated in the legal update are addressed in this plan as well as the college's Injury and Illness Prevention Program (IIPP) - COVID-19 IIPP Addendum Plan.

The Siskiyou COVID-19 Mitigation, Implementation and Response Plan also includes guidance developed by the California Department of Public Health, Siskiyou County Public Health Division, the Centers for Disease Control and Prevention (CDC), Occupational Safety and Health Administration (OSHA) statutes, rules, and standards, and California's relevant and current executive orders, and addresses:

1. Ensuring sick individuals stay home, and prompt identification and isolation of sick persons;
2. Physical distancing – individuals must be at least six-feet apart;
3. Hygiene and source controls; washing hands for 20 seconds frequently throughout the day.
4. Workplace cleaning and disinfection protocol;
5. Communication and Training practices and protocol.

This guidance is interim. Considering the historic and unprecedented times faced in this global pandemic, the College of the Siskiyou will revise and amend this plan as new

science, data, policy, or other developments either requires, or is determined by College leadership to heighten the health and safety of our students, employees, visitors, and the communities served. While the plan is based on the best currently available public health data, international best practices, and practical managing operations realities, as new data and practices emerge, the plan will be updated. This plan will be a living document.

Implementation of this Siskiyou COVID-19 Mitigation, Implementation, and Response Plan is part of a phased reopening which depends on local conditions, including epidemiologic trends (such as new COVID-19 case and hospitalization rates consistently stable or decreasing over at least 14 days), availability of community testing resources, and adequate College of the Siskiyou preparedness and public health capacity to respond to case and outbreak investigations. All decisions around following this Siskiyou COVID-19 Mitigation, Implementation and Response Plan will be made in collaboration with local public health officials, additional healthcare experts, and other authorities.

Implementation of this Siskiyou COVID-19 Mitigation, Implementation, and Response Plan is tailored for each setting and situation as humanly possible. This includes adequate consideration of programs operating within the College, and the needs of our students and employees. Furthermore, individual department/area plans will also be reviewed periodically for alignment with the Plan and appropriate updates as needed.

The Siskiyou Joint Community College District, and College of the Siskiyou, does not intend this plan to be exhaustive. The Siskiyou COVID-19 Mitigation, Implementation, and Response Plan is also not a substitute for any existing safety and health-related regulatory requirements, such as those of Cal/OSHA. Additionally, the District and College encourage those in search of additional information to refer to the following sources:

- Cal/OSHA provides more comprehensive guidance for protecting workers on their [Cal/OSHA Interim General Guidelines on Protecting Workers from COVID-19 webpage](#).
- The California Department of Public Health and Cal/OSHA has additional relevant guidance for institutions of higher education including, but not limited to, [fitness facilities](#), [retail](#) and [childcare](#).

Finally, as this Siskiyou COVID-19 Mitigation, Implementation, and Response Plan is implemented, the College will continue to assess and monitor all local health and safety information. The College will remain vigilant in maintaining the health and safety of its students, employees, visitors, and the communities we serve as our top priority. Toward those ends, the College will work diligently to mitigate any risks involving equity and access issues that might arise in the resumption of in-person instruction or employees resuming work on site.

This Plan Drafted and Published: August 2020

Updated and Published: October 2020, December 2020, February 2021

General Measures

The College of the Siskiyous has established COVID-19 Mitigation, Implementation, and Response protocols and continues to communicate with local and state authorities to determine current disease levels and control measures in our community. For example:

- Regular discussions are held with local health department officials.
- Regular review of local health department website and COVID-19 [dashboard](#).
- Regularly review updated data and guidance from state agencies, including the [California Department of Public Health, Centers for Disease Control](#), and the [California State Government website for COVID-19](#).
- Regular review of [legal updates](#) and guidance provided by [School & College legal Services of California](#).

On November 30, 2020, California approved 21 pages of [emergency Cal/OSHA regulations on COVID-19 infection prevention for all employers](#). The regulations went into effect immediately and will remain in effect until October 2, 2021. Those regulations as stated in the legal update are addressed in this plan as well as the college's [Injury and Illness Prevention Program \(IIPP\) - COVID-19 IIPP Addendum Plan](#).

All employers, including public agencies, are subject to the regulations, except for employers already covered under the Cal/OSHA Aerosol Transmissible Diseases standards (medical employers and corrections facilities; see Title 8 CCR 5199) and employers with a single employee who does not have contact with others.

Where state or local health department orders are more strict, the stricter provisions control. The regulations do not apply to employees when they are working from home.

Measures are in place to mitigate potential exposure on campus. One key element to this is the introduction of a Kiosk check-in procedure (see page 48) that ALL individuals entering campus grounds MUST visit and adhere to the College's entrance requirements (including pre-screening and monitoring).

While the College is committed to limiting visitors to the greatest extent permitted by law, as a public institution, our mission includes serving the community to the greatest extent possible. Utilization of campus resources will be prioritized for enrolled students and employees first. Depending on the College's present phase of operations, some limited use by members of the community – most especially those intending to become students at the College – may be permitted.

The District and College fully recognize and support the awareness that increased numbers of people onsite and/or intermixing with students, faculty, and staff increases the risk of virus transmission. As health and safety are the College's first priority, risk mitigation will ensure limits remain strictly enforced depending on phases of operations.

Contingency plans have been developed for the possibility of repeated closures of classes, groups, or entire facilities when persons associated with the facility or in the community become ill with COVID-19.

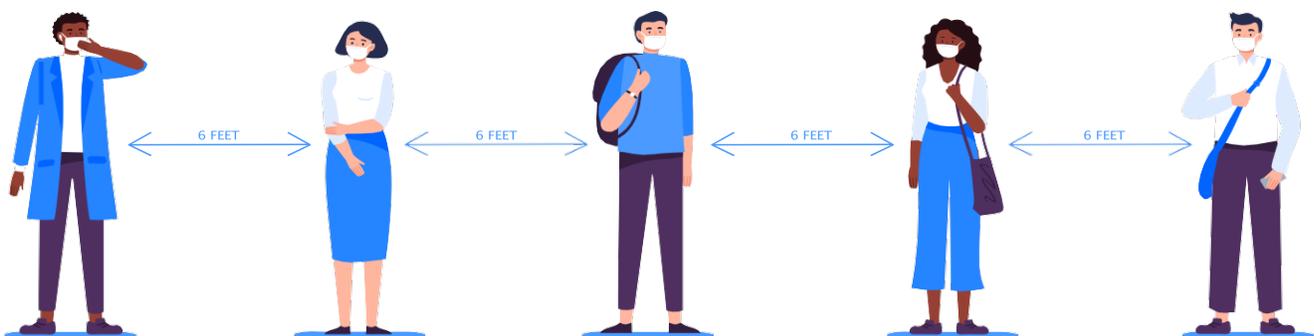
Injury and Illness Prevention Program (IIPP):

The Siskiyou Joint Community College District has developed this formal [Injury and Illness Prevention Program](#) to ensure safe and healthful working conditions for all District employees. The Injury and Illness Prevention Program is intended to standardize various safety programs and procedures into one effective, uniform program and to ensure compliance with State and Federal safety regulations. The Program has been designed with the major emphasis on the health and safety of all District employees while trying to remain viable and effective.

The Program identifies the role and responsibilities of all District employees relative to the Plan. All District administrators, managers and employees are required to adhere to the policies and procedures set forth under this Program. However, all administrators, managers and employees are encouraged to provide constructive criticism of the Program in the interest of periodic modifications to ensure that the Program remains one that not only espouses injury prevention but also allows for efficient implementation of all program components to achieve the desired goal of employee health and safety.

COVID-19 IIPP Addendum:

It is the policy of the Siskiyou Joint Community College District to ensure a safe and healthy environment for employees, staff, and students. Communicable and infectious diseases such as COVID-19 are minimized by providing prevention, education, identification through examination, surveillance, immunization, treatment and follow-up, isolation, and reporting. Due to the widespread of COVID-19 in the community, College of the Siskiyous has incorporated a [COVID-19 IIPP Addendum](#) which addresses the implementation of infection control measures, including applicable and relevant recommendations from the Centers for Disease Control and Prevention (CDC) and state and local guidelines.



Siskiyou COVID-19 Mitigation, Implementation, and Response Plan

The College of the Siskiyou has established a written, campus-specific Siskiyou COVID-19 Mitigation, Implementation, and Response Plan. Furthermore, the College has performed a comprehensive risk assessment of all work areas, work tasks, and student interactions. Finally, the College has designated a point of contact at each campus to implement the plan.

Notification - Health Officials and Close Contacts

In consultation and collaboration with Siskiyou County Public Health's contact tracking and tracing, those who have had [close contact](#) with a person diagnosed with COVID-19 will be notified immediately with requirements to stay home or in their living quarters. These potentially infected individuals will also be required to [self-monitor for symptoms](#) and follow [CDC guidance](#) if symptoms develop. Local health officials will indicate the length of time for self-isolation and self-monitoring. See pages 53 and 54 for guidance.

Designated COVID-19 Personnel

The Campus Point of Contact will respond to all COVID-19 concerns; this response may include referring questions, or policy questions, including College leadership and Human Resources. The College will regularly identify this Point of Contact, including how all students, employees, visitors, and members of the communities can communicate these concerns.

Weed Campus: Veronica Rivera, Director of Facilities and Maintenance (Building 11)
Email: vrivera@siskiyous.edu Phone: (530) 938-5233

Yreka Campus: Mark Klever, Dean of Career & Technical Education
Email: mklever@siskiyous.edu Phone: (530) 938-5512

This document as well as other College specific resources are available [online](#).

COVID-19 Confidential Contact Tracer for College of the Siskiyou

Incidents of possible exposure and/or illness will be documented and tracked. Employees and students who have been isolated or quarantined by the Siskiyou County Public Health Division will not return to campus and regular activities until they have met CDC criteria for discontinuing [home isolation or quarantine](#). Additionally, an official recovered letter (for isolation cases) or release from quarantine letter from the Siskiyou County Public Health Officer must be on file with Human Resources.

College employees trained as liaison contact tracers are:

Lead Tracer: Rhonda Brown, Interim Director of Nursing
Email: rbrown4@siskiyous.edu Phone: (530) 938-5855

Tracer: Hallie Coppi, Nursing Faculty Phone: (530) 938-5991
Email: hstiles@siskiyous.edu

COVID-19 Confidential Data Keeper for College of the Siskiyous

These individuals serve a coordinating role in ensuring prompt and responsible notification to appropriate leaderships for follow up of incidents of possible exposure and/or illness, which will be documented and tracked.

Employee Confidential Data Keeper: Andrew Matheson
humanresources@siskiyous.edu

Student Confidential Data Keeper: Janice Gonzalez
studentservices@siskiyous.edu

Local health officials, appropriate staff, and families will be notified immediately of any possible exposure to COVID-19, while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records, as well as compliance with all HIPAA requirements. Additional guidance can be found [here](#).

- Non-discrimination against students and employees who were or are diagnosed with COVID-19 will be assured.

Siskiyou County Public Health

The [Siskiyou County Public Health Division](#) is the local health department for communicating information about COVID-19 outbreaks among the community.

Shelly Davis, MN BSN PHN CCHP,
Director of Public Health Division
Email: sdavis@co.siskiyou.ca.us

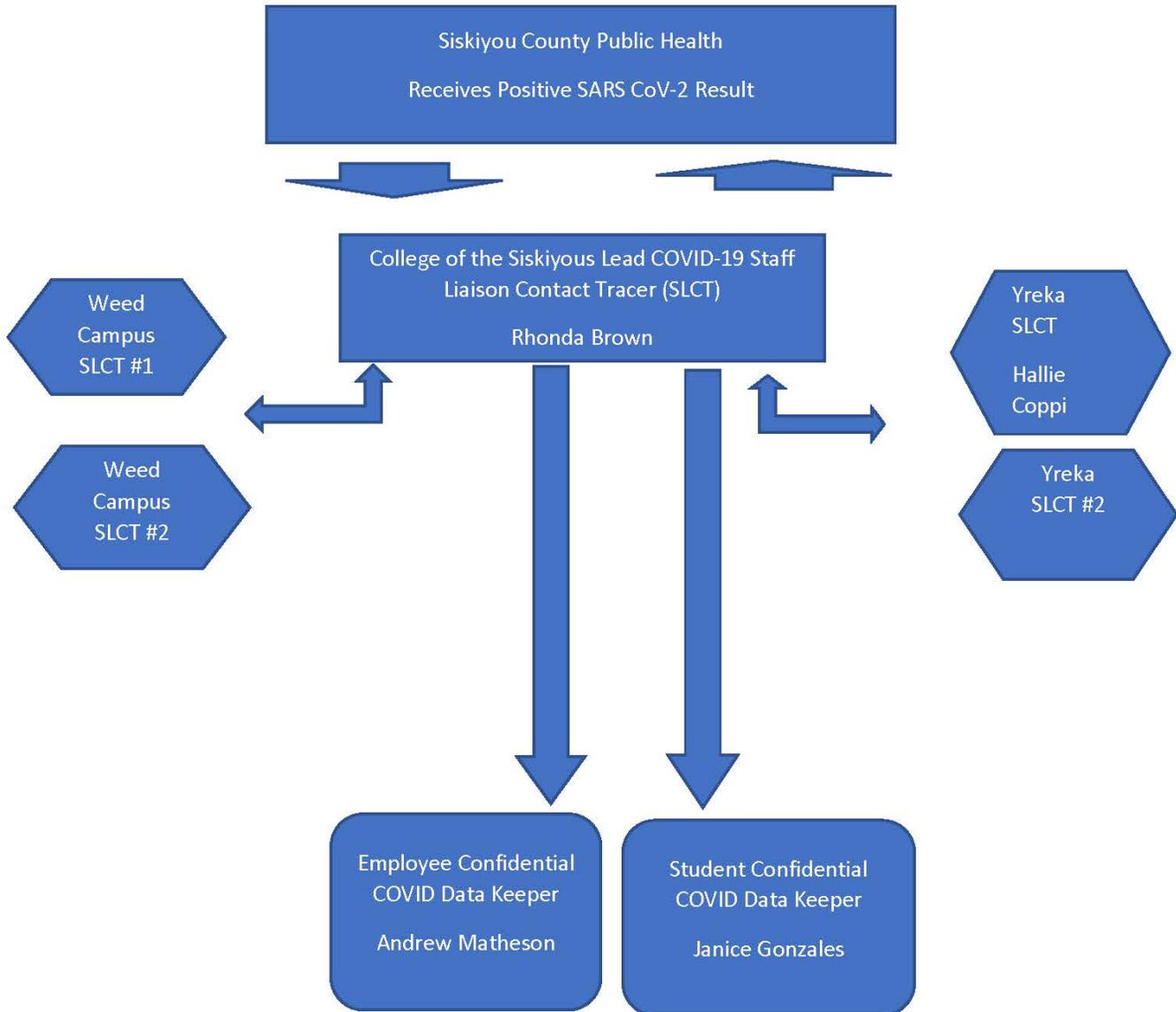
Aaron Stutz, MD
Siskiyou County Public Health Officer
Email: astutz@co.siskiyou.ca.us

Main Office
810 S. Main Street, Yreka, CA 96097
Phone: (530) 841-2134 or (800) 442-2333
Fax: (530) 841-4094

South County Office
1107 Ream Avenue
Mount Shasta, CA 96067
Phone: (530) 841-2134

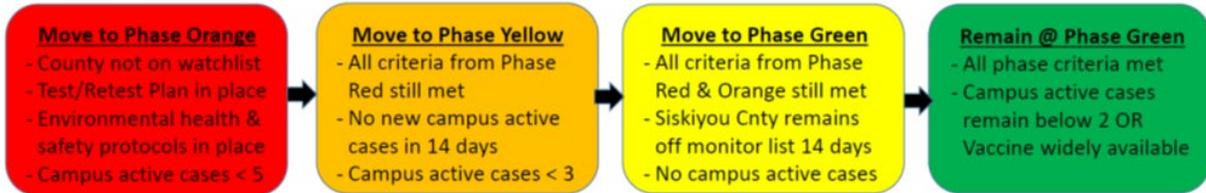
Covid-19 CONFIDENTIAL PERSONAL HEALTH INFORMATION

STAFF LIAISON CONTACT TRACER "Need to Know" HIPPA Chain



Phases of Operations

Criteria for Moving from Phase Red to Phase Green



RED – During Phase Red, the College is closed to the public. Essential service program students are allowed on campus during class time. Lodge residents without alternative housing may remain with limited food services available. Only essential personnel and/or those unable to perform their tasks remotely or are providing direct support for remaining students on campus or in the community are on site. Strict enforcement of environmental health and safety protocols.

ORANGE – During Phase Orange, the College will have only limited public access. Very few, and targeted, classes requiring face-to-face interaction will resume under strict protocols for health and safety. Employees who have been working remotely and choose to request to return to work on site will be considered on a case by case basis. Testing, tracing, physical distancing, sanitizing, facial coverings, and related protocols are followed – all adhering to local, state, and CDC guidelines.

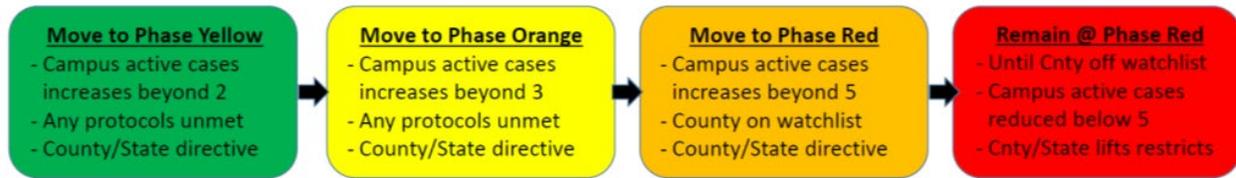
Note: Employees who have been successfully telecommuting and working effectively remotely, and who are uncomfortable about returning to work immediately, or have a related, underlying health risk, should not feel pressured to come back on campus to work.

YELLOW – During Phase Yellow, the College is fully transitioning between normal operations and heightened health and safety restrictions. We encourage employees to determine with supervisors appropriate transition between working in offices and at workstations and working remotely. Intensive and effective health and safety precautions are either still in effect or heightened, especially in adherence to local, state, and CDC guidelines. Physical distancing remains in effect. Installation of physical barriers are in place. Staggered work schedules and breaks, and other distancing measures are utilized to enhance and secure limited interactions.

Note: While encouragement to either return or remain working onsite exists at this stage, we recognize that in the Phase Yellow transition process some people will still require approved accommodations in determining their ability to work outside of campus. We will work compassionately with each affected employee (and the corresponding impacted department) to develop and maintain a return to work plan.

GREEN – At this stage, the College will be “back to normal” (or to our most current version of normalcy, as life with COVID-19 continues to evolve), and our expectation is that everyone will be back on campus engaged in their normal work activities to the fullest extent possible.

Criteria for Moving from Phase Green to Phase Red



GREEN – During this stage, the College is considered “back to normal” (or to our most current version of normalcy, as life with COVID-19 continues to evolve), and our expectation is that everyone is on campus engaged in their normal work activities to the fullest extent possible.

YELLOW – When the College is transitioning to Phase Yellow, employees are urged to work with their supervisors to determine whether transition between working in offices and/or remotely is appropriate. Intensive, effective health and safety precautions are heightened as Phase Yellow indicates, especially in adherence to local, state, and CDC guidelines. Physical distancing is in effect and physical barriers (where appropriate) are in place. Staggered work schedules and breaks, and other distancing measures are utilized to enhance and secure limited interactions.

ORANGE – When the College is transitioning from Phase Yellow to Orange, the College will have limited public access. Very few, and targeted, classes requiring face-to-face interaction will continue with strict protocols for health and safety; other classes will transition to remote instructional delivery modes. Employees will stagger schedules to reduce density in work areas. Employees should continue to follow both their telecommuting and return to work plans already established. Testing, tracing, physical distancing, sanitizing, facial coverings, and related protocols are followed – all adhering to local, state, and CDC guidelines.

RED – When the College is operating Phase Red, the College is closed to the public. Essential service program students are allowed on campus during class time. Lodge residents without alternative housing may remain with limited food services available. Only essential personnel and/or those unable to perform their tasks remotely or are providing direct support for remaining students on campus or in the community are on site. Strict enforcement of environmental health and safety protocols.

CA Government Updates

Stay Home Order

On March 19, 2020, an [Executive Order \(PDF\)](#) and [Public Health Order \(PDF\)](#) directed all Californians to stay home except to go to an essential job or to shop for essential needs. It was modified on [May 4, 2020](#).

On December 3, 2020, all individuals living in the State of California are currently ordered to stay home or at their place of residence, except for permitted work, local shopping or other permitted errands, or as otherwise authorized.

Blueprint for a Safer Economy

On [August 28, 2020](#) the State released the Blueprint for a Safer Economy to permit gradual reopening of certain businesses and activities.

Hospital Surge Order

Counties with 10% ICU availability or less, in regions with 0% ICU availability, are directed to prioritize services to those who are sickest and cancel or reschedule elective surgeries. This is per the [Hospital Surge Public Health Order](#), updated January 15, 2021.

Past Orders

Regional Stay Home Order

The [Regional Stay Home Order \(PDF\)](#), announced December 3, 2020, triggered additional restrictions after a region was announced to have less than 15% ICU availability. It prohibited private gatherings of any size, closed sector operations except for critical infrastructure and retail, and required 100% masking (with certain exceptions as indicated in [guidance for use of face coverings](#)) and physical distancing.

The state five regions are:

- **Northern California:** Del Norte, Glenn, Humboldt, Lake, Lassen, Mendocino, Modoc, Shasta, Siskiyou, Tehama, Trinity
- **Bay Area:** Alameda, Contra Costa, Marin, Monterey, Napa, San Francisco, San Mateo, Santa Clara, Santa Cruz, Solano, Sonoma
- **Greater Sacramento:** Alpine, Amador, Butte, Colusa, El Dorado, Nevada, Placer, Plumas, Sacramento, Sierra, Sutter, Yolo, Yuba



- **San Joaquin Valley:** Calaveras, Fresno, Kern, Kings, Madera, Mariposa, Merced, San Benito, San Joaquin, Stanislaus, Tulare, Tuolumne
- **Southern California:** Imperial, Inyo, Los Angeles, Mono, Orange, Riverside, San Bernardino, San Diego, San Luis Obispo, Santa Barbara, Ventura

The Regional Stay Home Order was lifted January 25, 2021 as projected ICU availability over four (4) weeks in all regions rose to over 15%. Once a region exited the Regional Stay Home Order, counties within that region return to the appropriate tier and rules under the [Blueprint for a Safer Economy](#).

Limited Stay Home Order

The [Limited Stay Home Order](#) (effective November 21, 2020) and its [Supplement](#) (effective December 22, 2020) required that in counties in the Widespread (purple) tier, Californians stay home between 10:00 pm and 5:00 am, with some exceptions.

This order was ended January 25, 2021 and is no longer in effect in any county in California.

Essential Employees

Historical Content

The first wave of shelter-in-place and stay-at-home orders in response to COVID-19 largely consisted of local governments asking residents of cities and counties to stay in their homes, away from businesses. State and federal officials quickly recognized that some statewide measures and/or federal guidelines would be helpful to align the efforts of overlapping jurisdictions. Ultimately, [42 states issued some sort of guidance](#) on which sectors and industries they consider “essential” despite pandemic-related closures.

Federal Definition

According to the [US Department of Homeland Security](#), essential workers are those who conduct a range of operations and services that are typically essential to continue critical infrastructure operations. Critical infrastructure is a large, umbrella term encompassing sectors from energy to defense to agriculture.

College Definition

All jobs at the College are essential. However, in a global pandemic, the District has had to determine what job duties are essential to be done onsite, and what can be accomplished by temporarily working remotely.

We are NOT in a Governor-ordered and CA Public Health Department mandated lockdown as we were in March, April, and May; essential may have a slightly different meaning now, than back in spring.

If any part of your job requires it being completed on campus, then at least that part of your job is essential.

Additionally, to further support College employees, the following situations, developed and approved by direct supervisors, in coordination the area Vice President, are considered essential:

- employees who can't do their job anywhere but on campus
- employees who have some elements of their job that must be performed on campus
- employees who are required to be on campus for specified reasons, including, but not limited to,
 - a. providing consistent presence in the department
 - b. lack telecommuting ability elsewhere
 - c. coordinate work in the department that allows others to work remotely
- employees, who otherwise might be considered essential, require accommodations, reviewed and approved by Human Resources, to work remotely

Resources for Employees

- [Return to Campus Work Location Form](#)
- [Telecommuting Plan Form](#)

Blue Print for a Safer Economy

California has established a [Blueprint for a Safer Economy](#) with revised criteria for loosening and tightening restrictions on activities. Every county in California is assigned to a tier based on its rate of new cases and positivity. View the [county's tier status](#) to see how businesses and activities can open. This framework lays out the measures that each county must meet, based on indicators that capture disease burden, testing, and health equity. A county may be more or less restrictive than this framework. As the COVID-19 pandemic continues to be an evolving situation and new evidence and understanding emerges, the California Department of Public Health (CDPH), in collaboration with other State officials, will continue to reassess metrics and thresholds.

	Higher Risk \longrightarrow Lower Risk of Community Disease Transmission***			
	Widespread Tier 1	Substantial Tier 2	Moderate Tier 3	Minimal Tier 4
Measure				
Adjusted Case Rate for Tier Assignment** (Rate per 100,000 population* excluding prison cases^, 7 day average with 7 day lag)	>7	4-7	1-3.9	<1
Testing Positivity^ (Excluding prison cases^, 7 day average with 7 day lag)	>8%	5-8%	2-4.9%	<2%

Considerations for Partial or Total Closures

State and local health officer orders and health department notices are checked frequently for new information related to COVID-19. Operations will be adjusted based on information available.

When a student, faculty, or staff member tests positive for COVID-19 and has potentially exposed others at the school to close contact with the COVID-19 virus, the following will occur:

- College leadership will consult with the local public health department regarding additional follow-up needed to identify close contacts, and recommended actions, closures, or other measures to protect the community.
- The College will follow its own established environmental health and safety protocols, which include criteria for moving from different phases of College operations status. These protocols also include College directives for partial or total closure. However, state and/or local health officer orders for partial or total closure supersede the criteria found in the College's Siskiyou COVID-19 Mitigation, Implementation, and Response Plan.



Healthy Hygiene Practices – The 3 W's



The 3 “W's”... At College of the Siskiyous we promote and reinforce healthy hygiene practices and want to remind everyone of the 3 W's:

Wear A Mask Watch Your Distance Wash Your Hands

- Maintain at least six (6) feet of physical distancing or as much as possible. However, incidental passing within six (6) feet is permissible and does not pose a significant health or safety risk according to CDC guidelines.
- All students and employees should practice healthy hygiene by [washing hands](#) often, avoiding [contact with one's eyes, nose, and mouth](#), and [covering coughs and sneezes](#).
- Students, faculty, and staff are reminded to frequently wash their hands for 20 seconds with soap, rubbing thoroughly after application. Using “antimicrobial” soap is not necessary or recommended.
- Students and staff should use hand sanitizer when hand washing is not practicable. Sanitizer must be rubbed into hands until completely dry.
 - Hand sanitizer that may contain methanol will not be used per [FDA advisory](#). Methanol is dangerous to both children and adults.
- Students, faculty, and staff are reminded to cover coughs and sneezes with a tissue or use the inside of the elbow. Used tissues are to be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
- The College has procured adequate supplies to support [healthy hygiene](#), including sanitation stations, soap, hand sanitizer containing at least 60 percent alcohol, paper towels, tissues, disinfectant wipes, and no-touch trash cans.
- The College strongly recommends that all students and staff be immunized each autumn against influenza unless contraindicated by personal medical conditions, to help:

- Protect the campus community
- Reduce demands on local and regional health care facilities
- Decrease illnesses that cannot be readily distinguished from COVID-19 and would therefore trigger extensive measures from the College and public health authorities.
- The College provides its employees with an onsite free flu shot clinic in October of each year.
- The College has posted [signs](#) in highly visible locations (e.g., building entrances, restrooms, dining areas) that [promote everyday protective measures](#) and describe how to [stop the spread](#) of germs (such as by [properly washing hands](#), physical distancing, and [properly wearing a cloth facial covering](#)).
- The College has included messages (for example, [videos](#)) about behaviors that help to prevent the spread of COVID-19 when communicating with faculty, staff, and students. These messages, on the College's website, emails, and on the College's social media accounts are readily available, and are 'pushed out' as reminders to maintain vigilant compliance with the College's environmental health and safety protocols, as well as with this Siskiyou COVID-19 Mitigation, Implementation, and Response Plan.



Required Use of Face Coverings While on Campus

On November 16, 2020 California Department of Public Health (CDPH) issued updated [Guidance on the Use of Face Coverings](#), which broadly requires the use of face coverings for both members of the public and workers in all public and workplace settings where there is a high risk of exposure.

Until further notice, all individuals who enter a campus building are required to wear a face covering. Those individuals who are in a shared work space should wear a face covering unless informed otherwise.

Employees or students with breathing problems or other special needs may seek a reasonable accommodation on a case-by-case basis.

- **Students** seeking such accommodation should contact the Disabled Student Programs and Services department (dsps@siskiyous.edu) and provide the necessary documentation.
- **Employees** should contact Human Resources (hr@siskiyous.edu) for guidance.

The CDPH Guidance document also identifies individuals exempt from wearing a face covering, including but not limited to persons with a medical condition, mental health condition, or disability that prevents wearing a face covering, and persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.

People in California must wear face coverings when they are outside of the home unless one of the exemptions below applies:

- In a car alone or solely with members of their own household.
- Working in an office or in a room alone.
- Actively eating or drinking, provided they are able to maintain a distance of at least six feet away from persons who are not members of the same household or residence.
- Are outdoors and maintaining at least six (6) feet of social distancing from others not in their household. Such persons must have a face covering with them at all times and must put it on if they are within six (6) feet of others who are not in their household.
- Are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service.
- Are required to wear respiratory protection for work.
- Are specifically exempted from wearing face coverings by other CDPH guidance.
- The following individuals are exempt from wearing face coverings at all times:
 - Persons younger than two years old. These very young children must not wear a face covering because of the risk of suffocation.

- Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance. Such conditions are rare.
- Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.
- Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines.

Note: Persons exempted from wearing a face covering due to a medical condition who are employed in a job involving regular contact with others must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it. Complete details, including all requirements and exemptions to these rules, can be found in the CDPH [Guidance](#) for face coverings. Face coverings are strongly encouraged in other circumstances, and employers can implement additional face covering requirements in fulfilling their obligation to provide workers with a safe and healthful workplace.

To meet the College's requirements for wearing proper facial coverings, the following conditions must be met: (Source: <https://www.cdc.gov/>)

- Wash hands before putting on facial covering.
- Place it over the nose and mouth, and ensure the covering is securely under the chin.
- Facial covering fits snugly against the sides of face.
- Facial covering should not have any holes, tears, or a loose weave (for cloth coverings) that allows droplets through.
- Make sure you can breathe easily.
- Masks or cloth facial coverings should not have unfiltered valves or vents.

The College has face coverings available for visitors, employees, and students. However, the fit and size of a face covering should be considered and each individual is strongly recommended to use what works best for them.

For employees needing an accommodation, contact the Human Resources office (hr@siskiyous.edu) to determine if exemption from wearing a face covering is met. If an employee who would otherwise be required to wear a face covering because of frequent contact with others is unable to wear one due to a medical condition, the employee may be provided a non-restrictive alternative, such as a face shield with a drape attached to the bottom edge, if feasible, and if the medical condition permits it. Additional information regarding face masks/coverings can be found [here](#).



Maintaining Healthy Operations

Testing:

Much has been asked, discussed, and researched about testing – for both students and employees. Here is the College's determination on this issue:

All employees/ students returning from travel or relocating from outside Siskiyou County must wait at least five (5) days and test negative or self-isolate for 14 days prior to being allowed on campus. Area of Commute is excluded from mandatory testing while conducting normal activities.

Area of Commute: This term broadens the defined boundaries of the County to include commuting areas where many people either live and commute, or travel to for a day-trip to shop, receive services, etc. The Area of Commute extends within 100 miles of the Weed Campus (Red Bluff, CA to Weed, and Grants Pass, OR to Weed, CA).

- **Employees:** Evidence of a positive test result or an affidavit verifying clearance to return to work should be submitted to Human Resources by emailing hr@siskiyous.edu.
- **Student:** Evidence of a positive test result or an affidavit verifying clearance to attend the College should be submitted to Student Services by emailing studentservices@siskiyous.edu.

Even if a student or employee does not have to submit test results, some may desire to get tested; or, it may be a requirement for students in some of the College's programs and/or activities. Please contact the local testing sites provided below prior to planning to be tested. The testing requirements change as the degree of spread of the virus.

Get tested for COVID-19: COVID19 Testing Sites in Siskiyou County: [Fairchild Medical Center](#), [Mercy Medical Center Mt. Shasta](#), [Anav Tribal Health Clinic](#), [Karuk Tribal Health Clinics](#), [Shasta Cascade Health](#) (Dunsmuir Health, McCloud Health, Shasta Valley Health), North Star Naturopathic Medicine, Dr. Michael Z. Staszal, [Yreka Immediate Care](#), [Mountain Valleys Health Centers](#) (Butte Valley, Tulelake, Mount Shasta, Weed). Please call ahead to get times of testing and any other pertinent information. Contact information can be found on the Siskiyou County Public Health webpage.

Additionally, [Valley Immediate Care](#), has clinics located in various areas of southern Oregon and also conducts testing.

Re-testing will be directed by SCPHD for anyone suspected of having come in contact with an infected person, or shows symptoms. The College's legal counsel has opined that random retesting (or interval testing) without cause is illegal. As a reminder, the Siskiyou County Public Health Division handles all contact tracing and tracking for Siskiyou County.

Protections for Higher Risk for Severe Illness Persons:

- The College is committed to mitigating the risk levels for faculty and staff at [higher risk for severe illness](#) (including older adults and people of all ages with certain underlying medical conditions) and has implemented options (e.g., telework, remote course delivery, and modified job responsibilities) for continuity of work. For assistance with accommodations in returning to work from teleworking, contact Human Resources, (530) 938-5317 or email hr@siskiyous.edu).
- College of the Siskiyous offers online, video conferencing, distance education, and synchronous classes taught through a variety of modalities such as: Face to Face (F2F)/In-person, Online (Canvas), Remote (Zoom) and Hybrid (Combination of In-person/Zoom and Online). Students who are at [higher risk for severe illness](#) should consider registering for classes are not offered entirely in person to ensure their health and safety.
- All employees have been provided opportunities for telework, and students opportunities for virtual learning, independent study and other options, as feasible, to minimize transmission risk.

Support Coping and Resilience:

College of the Siskiyous encourages all employees to take advantage of all services and resources available to employees, including the [Employee Assistance Program \(EAP\)](#) as needed. The EAP offers professional help and provides information, guidance, and support to help the employee and their family reach personal and professional goals, manage daily stresses, and develop fulfilling relationships. Seeking help early enables the employee to take immediate control of their situation and can prevent small issues from turning into big problems. EAP counselors are available 24 hours a day, seven (7) days a week. Benefits of the EAP include:

- COUNSELING SERVICES - Talk one-on-one with an experienced, licensed counselor for support with stress management, strengthening relationships, work/life balance, grief and loss, and more.
 - Access a counselor face-to-face, online, by video, or by phone.
 - Each covered member can get up to six counseling sessions per benefit year (with a maximum of two courses of treatment).
 - Clinical assistance is available 24 hours a day/7 days a week. As with all EAP services, your conversation will be strictly confidential.
- LEGAL SERVICES (Free 30-minute consultation and discounted rates) - Divorce • Landlord and tenant issues • Real estate transactions • Wills and power of attorney • Civil lawsuits and contracts • Identity theft recovery
- FINANCIAL SERVICES (Free 30-minute consultation and discounted rates) - Talk to a financial coach for guidance on: saving for college, debt consolidation, mortgage issues, estate planning, general tax questions, retirement planning, and more.

- WORK/LIFE SERVICES - child care services, elder care services, work/life resource, and referral service.
- Visit the College of the Siskiyous [website](#) for information and assistance related to COVID-19 specific needs. Information regarding the National Distress Hotline (call 800-985-5990 or text TalkWithUs to 66746) is posted in all buildings and on the College's website. Additionally, emails/text messages with this information will be sent to employees and students on a regular basis.
- Employees and students should take breaks from watching, reading, or listening to news stories, including the media, if they are feeling overwhelmed or distressed.
- Eating healthy, exercising, getting enough sleep and finding time to unwind is very important to the overall health of an individual.

Regulatory Awareness:

- College leadership actively monitors current policies of State and local regulatory agencies related to group gatherings, and continually assess if the current phase of the College's operations and implemented environmental health and safety protocols warrant whether scheduled events for the day can proceed.

Activities:

Currently, College-specific student activities or events, gatherings, and meetings are held virtually or scheduled on a case-by-case basis. California has a [Blueprint for a Safer Economy](#) with revised criteria for loosening and tightening restrictions on activities. Every county in California is assigned to a tier based on its rate of new cases and positivity. Check here for the [county's tier status](#) to see how businesses and activities can open.

Guidance related to sporting events and participation in sports activities in ways that reduce the risk of transmission of COVID-19 to players, families, coaches, and communities is provided on page 56.

For all other gatherings, such as public performances, the College will follow current published state and local health officer orders of guidance applicable to gatherings.

During the COVID-19 Pandemic, nonessential visitors or volunteers are asked to limit their time while on campus. Large gathering activities or meetings involving external groups or organizations – especially with individuals who are not from the local geographic area (e.g., community, town, city, or county) are considered on a case-by-case basis.

Telework and Virtual Meetings and Services:

Telework for employees is available as necessary and encouraged, especially for workers at [higher risk for severe illness from COVID-19](#). The College has implemented staggered schedules to limit the number of employees in offices and buildings at any given time.

- All employees are to have a [Telecommute Plan](#) and [Return to Campus Work Location Plan](#) on file in Human Resources.
- Meetings allow for Zoom video- or tele-conference call participation.
- The College offers most student support services virtually. In-person meetings are available by appointment or on a case-by-case basis. When meeting in-person, limit the number of individuals based on the space available. Wear a face covering and limit amount of time spent in any enclosed area.
- The College has established both telecommute plans and schedules for work at on-campus locations in order to maintain limited numbers of employees on campus daily. Classes that can be taught effectively with remote learning predominate the College's course offerings for the 2020-2021 academic year.

Travel and Transit:

- When meeting in-person, limit the number of individuals based on the space available. Wear a face covering and limit amount of time spent in enclosed area.
- Where possible, meetings and conferences are held virtually to limit travel and potential for exposure outside of the County and areas of commute.
- Students, faculty, and staff are encouraged to limit use of public transportation in order to limit possible exposure to COVID-19.

Siskiyou's Transportation Protocol (For Drivers):

As a driver, potential sources of exposure include having close contact with passengers with COVID-19, or touching surfaces touched or handled by a person with COVID-19.

Stay home if you are sick:

- If you develop a fever, or symptoms such as a cough or difficulty breathing, call your healthcare provider for medical advice and guidance before visiting their office.
- You should not return to work until the criteria to discontinue home isolation are met, as outlined by the COS reopen plan. (see pages 53 and 54)
- NO TRANSPORTING of passengers who are obviously sick.

Wear a cloth face covering:

- The Centers for Disease Control (CDC) advises wearing cloth face coverings in public settings where other physical distancing measures are difficult to maintain, especially in areas where there may be a lot of infected people.

- Cloth face coverings may prevent people who don't know they have the virus from transmitting it to others.
- These face coverings are not surgical masks or respirators and are not appropriate substitutes for them in workplaces where masks or respirators are recommended or required.

Limit contact:

- Avoid providing pooled rides or picking up multiple passengers who would not otherwise be riding together on the same route.
- Tell the passenger to sit in the back seat; do not let passengers sit in the front seat.
- Avoid close contact with passengers, when possible.
 - Keep a distance of at least six (6) feet from passengers when you are outside the vehicle.
 - Ask that passengers sit six (6) feet from the driver when transporting passengers in larger vehicles such as vans and buses.
 - Passengers are to handle their own personal bags and belongings during pick-up and drop-off.
- Avoid using the recirculated air option for the car's ventilation during passenger transport; use the car's vents to bring in fresh outside air, and/or lower the vehicle windows.
- Avoid contact with surfaces frequently touched by passengers or other drivers, such as door frame/handles, windows, seatbelt buckles, steering wheel, gearshift, signaling levers, and other vehicle parts before cleaning and disinfection.

Clean and disinfect:

- All vehicles will carry cleaning and disinfectant spray or disposable wipes and disposal trash bags.
- Follow the directions on the cleaning product's label or as instructed if you have Re-Juv-Nal spray bottle in the vehicles. If surfaces are visibly dirty, they should be cleaned with detergent or soap and water prior to disinfection. At a minimum, clean and disinfect frequently touched surfaces in the vehicle at the beginning and end of each trip.

Practice everyday preventive actions:

- Avoid touching your eyes, nose, or mouth.
- Proper hand hygiene is an important infection control measure. Wash your hands regularly with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer containing at least 60% alcohol.
- Key times to clean hands include:

- Before, during, and after preparing food
- Before eating food
- Before and after using the toilet
- After blowing your nose, coughing, or sneezing
- Additional times on the job to clean hands include:
 - Before and after work shifts
 - Before and after work breaks
 - After putting on, touching, or removing cloth face coverings
 - Before wearing and after removing cold-weather gloves
 - Before and after pumping gas
- Carry tissues in your vehicle to use when you cough, sneeze, or touch your face. Throw used tissues in the trash.

Passengers:

Passengers are required to wear a cloth face covering and cover their mouth and nose with tissues if they cough or sneeze. Ask the passenger to dispose of the tissues after exiting the vehicle.

- **NO TRANSPORTING of passengers who are visibly sick. This is for safety reasons.** However, discrimination against passengers on the basis of race, national origin, or other reasons is not allowed.

Participation in Community Response Efforts:

The Siskiyou Joint Community College District (College of the Siskiyous) is a state agency. As such, it is our duty to participate with state or local authorities in broader COVID-19 community response efforts. These efforts may include:

- Pursuit of delegated authority for contact tracing,
- Membership on community response committees, and
- Assist with increasing testing capacity, including the utilization of College labs and resources.

In support of this agency responsibility, employees have been informed of the potential of additional work assignments in support of community response efforts.

Communication Systems:

The College requires all students and employees to self-screen prior to arriving on campus by using HealthScan, an application that can be downloaded to a mobile device or accessed through a computer. This system allows students, faculty, and staff to report to the College if they have [symptoms](#) of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 in accordance with [health information sharing regulations for COVID-19](#).

Information regarding exposures and closures will immediately be communicated to students and employees through a variety of methods (e.g. COS Connect, campus email, College website, and physical media) while maintaining confidentiality, as required by FERPA, HIPPA, and state law related to privacy of educational records and personal medical information. Additional guidance can be found [here](#).

Leave and Excused Absence Policies:

College of the Siskiyous leave information can be found online under [COVID-19 resources](#).

Faculty & Staff: College of the Siskiyous has implemented leave policies that promote employees staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. Information regarding employee/staff leave is available [online](#).

Students: It is the student's responsibility to notify their instructor of absences for all scheduled activities. It is also the student's responsibility to meet with faculty to discuss missed assignments and/or exams. In the case of an emergency, students should notify their instructor as soon as possible. Information regarding student absence is available [online](#).

Back-up Staffing Plan:

Staff: All departments and areas are encouraged to cross-train staff in functional areas to the extent possible in order to maintain effective operations and support for students and employees.

Faculty: Substitute instructors may be contracted on a case-by-case basis for course instruction.

Students: Student workers will receive training via email, letters, and videos and by supervisors regarding safety. Supervisors will monitor absenteeism.

COVID-19 Hazards

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. Consideration is also given to how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

It is our policy to maintain records of inspection and steps taken to implement our Siskiyous COVID-19 Mitigation, Implementation, and Response Plan.

Forms:

- Identification of COVID-19 Hazards (see page 78)
- COVID-19 Inspection (see page 79)

Cleaning and Disinfection:

- Frequently touched surfaces (e.g., door handles, light switches, sink handles, water fountains, grab bars, hand railings, bathroom stalls, dining hall tables, elevator controls) within College facilities are cleaned and disinfected throughout the day.
- Use of shared objects (e.g., lab equipment, computer equipment, desks) will be limited when possible, and disinfected between each use.
- Transport vehicles (e.g., buses, vans) used by the College: Drivers should practice all safety actions and protocols as indicated for other staff (e.g., hand hygiene, cloth facial coverings). To clean and disinfect College buses, vans, or other vehicles, see guidance for [bus transit operators](#). Drivers will be provided disinfectant wipes and disposable gloves to support disinfection of frequently touched surfaces during the day. See page 26 for the College's Transportation Plan.
 - Facilities personnel have developed a schedule for increased routine cleaning and disinfection that avoids both under- and over-use of cleaning products. Fresh outdoor air, for example by opening windows where possible, will be used to ensure proper ventilation during cleaning and disinfecting.
- Facilities personnel will plan to clean when occupants are not present in order to fully air out the space before people return. (If the surface or object is visibly soiled, personnel will start with soap and water or an all-purpose, asthma-safer cleaning

product certified by the U.S. Environmental Protection Agency (EPA) [Safer Choice Program](#).)

- Disinfectant products approved for use against the virus that causes COVID-19 from the [EPA-approved List "N"](#) will be used for cleaning.
 - To [reduce the risk of asthma](#) and other health effects related to disinfecting, programs should aim to [select disinfectant products](#) on EPA List "N" with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid).
 - Products containing peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma will be avoided.
 - Facilities personnel will follow disinfectant product label directions for appropriate dilution rates and contact times. Training on [the hazards](#) associated with the product, manufacturer's directions, ventilation requirements, and on Cal/OSHA requirements for safe use will be provided.
 - Use disinfectants in accordance with [instructions](#) from the [California Department of Pesticide Regulation](#).
 - Facilities personnel and other workers who clean and disinfect the campus site will be provided the proper protective equipment, including protective gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions.
- Students, faculty, and staff are encouraged to keep their personal items (e.g., cell phones, other electronics) and personal work and living spaces clean. All students, faculty, and staff are encouraged to use disinfectant wipes to wipe down shared desks, lab equipment, and other shared objects and surfaces prior to use.

Ventilation:

- All ventilation systems at the College are filtered. The College uses a Merv 8 Air Filter which is recommended for corona virus filtration – It is also recommended to not purchase the Merv 13 at quadruple the cost and instead change the Merv 8 more frequently; this is the current protocol used by Facilities and Maintenance at this time. Air filters in this system are changed every three (3) months.
- The College is following the ASHRAE standard guidelines for building ventilation systems and have increased our ventilation and outside air dampers to 100% in all areas that contain activity through our EMS system.
- There are two compartmentalized systems on the Weed Campus and one on the Yreka Campus. These systems are located in our newer buildings and we have complete 'as-builts' for the mechanical system. All units have either HEPA filters for chemistry lab filtration or electrostatic filtration for microns.
- In case of community spread of COVID-19 through the ventilation systems, the

College will use professional duct sanitation. Protocols for this level of sanitation include use of an ozone generator after being vacuumed with a spinning head brush.

- Windows will be opened as much as where possible, optimally with two or more openings on opposite sides of the room to induce good natural ventilation. In addition to opening windows, or when opening windows poses a safety or health risk (e.g., allowing in truck exhaust or pollens) to facility occupants, room air conditioners or blowers on “fresh air” setting, and room HEPA (high-efficiency particulate air) cleaners will be used.
- For buildings that are mechanically ventilated, outdoor air ventilation will be increased by disabling demand-controlled ventilation and opening outdoor air dampers to 100%, or the greatest amount feasible as indoor and outdoor conditions permit.
- Mechanical ventilation systems in buildings must be operated continuously when persons are in the building.

Disinfection of Water Systems:

Faculty, staff and students are encouraged to bring their own water and to use water refilling stations where available for personal water bottles. Water refilling stations have arrived and will be installed in the following facilities:

- Weed Campus:
 - Building 1 – Student Center
 - Building 2 – Learning Resources Center
 - Building 3 – Life Science
 - Building 12 – Gym
- Yreka Campus:
 - Building 84 – Rural Health Sciences Institute



Water refilling stations will be cleaned and disinfected regularly. Signs will be posted at refilling stations encouraging users to wash or sanitize their hands after refilling.

Distancing on Campus

Modified Layouts:

- Office spaces with furniture and equipment have been adjusted where possible to allow for six (6) feet of physical distancing as well as provide a protective barrier.
- Bathroom sinks have been modified to allow for six (6) feet of physical distancing.
- Classrooms in which Face to Face (F2F) classes (or classes held in-person) have been modified to allow for six (6) feet of physical distancing between students. To accommodate large classes, alternate classrooms have been reserved so that faculty can either Zoom from one room to another room or split the class into a 'breakout' room. Students and faculty are required to wear a face covering at all times when in the classroom or an enclosed shared area.
- California developed a [Blueprint for a Safer Economy](#) with revised criteria for loosening and tightening restrictions on activities. Every county in California is assigned to a tier based on its rate of new cases and positivity. View the [county's tier status](#) to see how businesses and activities can open. Tier status:
 - **Purple - Widespread (Tier 1):** Lectures prohibited. Some courses conducted in certain indoor settings, like labs and studio arts, may be open.
 - **Red - Substantial (Tier 2):** Lectures are permitted but must be limited to 25% capacity or 100 people, whichever is fewer, with modifications. Some courses conducted in certain indoor settings, like labs and studio arts, may be open.
 - **Orange - Moderate (Tier 3):** Lectures are permitted but must be limited to 50% or 200 people, whichever fewer. Some courses conducted in certain indoor settings, like labs and studio arts, may be open at regular capacity.
 - **Yellow - Minimal (Tier 1):** Lectures are permitted but must be limited to 50%. Some courses conducted in certain indoor settings, like labs and studio arts, may be open at regular capacity.

The [guidance for institutions of higher education](#) document provides guidelines to help institutions and their communities plan and prepare to resume in-person instruction. It includes interim guidance for collegiate athletics to help plan for and prepare to resume training and competition. Review the guidance and prepare a plan to reduce the risk and support a safer environment for students, faculty, workers, and families.

Physical Barriers and Guides:

- Installation of impermeable physical barriers, such as sneeze guards and partitions, particularly in areas where it is difficult for individuals to remain at least six (6) feet apart (e.g., service windows at admissions and records/financial aid, cashier stations, human resources) have been installed.

- Physical guides and cues, such as tape or directional markers on floors or sidewalks have been affixed, and signs on walls have been posted, to ensure that individuals remain at least six (6) feet apart in lines and at other times.
- One-way routes for entry and exit are visible and clearly marked. Buildings requiring multiple entrances and exits have been strategically identified in order to limit traffic in areas not conducive for having six (6) feet of separation. In cases of emergency, evacuation of a building, all exterior doors will be available for expedited exit.

Communal Spaces:

- Community groups or organizations not affiliated with the College who would like to use the College's communal space for large gatherings will be considered on a case-by-case basis and in accordance with state and local guidelines regarding [gatherings](#). Campus-sponsored gatherings and/or congregating in common areas is limited by size to ensure six (6) foot distancing.
- Nonessential shared spaces on campus have been closed; for essential shared spaces, use of the space and the number of people allowed in at one time is restricted to ensure everyone can stay at least six (6) feet apart. These areas will be [cleaned and disinfected](#) between each use. Face coverings are to be worn at all times when in a communal space and adequate distancing is not possible.
- Study spaces are available and appropriately distanced so students are seated at least six (6) feet apart and physical barriers have been installed where possible or needed. Maximum occupancy of each area has been indicated by signage.
- All facilities used for small community group meetings, essential shared spaces, study spaces, and communal spaces, such as bathrooms and showers, will be cleaned and disinfected between use.
- Physical barriers, such as plastic bags covering bathroom sinks that are closer than six (6) feet, have been placed to create more distance.
- Students and employees are encouraged to consistently use the same restroom (and shower facilities) to contain any possible transmission to within that cohort.

Gyms, Pools and Fitness Facilities:

- Athletic facilities will limit occupancy to essential personnel, such as students, players, coaches, trainers, etc.
- The College does not operate a pool. However, activity classes involving a pool leased and operated by a third-party will comply with all College environmental health and safety protocols.

Food Service & Dining Halls:

- Prior to leaving their homes, all Food Services staff will take their temperature and self-monitor their health for any COVID-19 symptoms. Employees who have passed self-screening will report for duty and participate in the College's Kiosk Check-In protocol.
- All Food Service employees will be provided with and are expected to wear gloves and masks while on duty. Prior to each shift, a health assessment will be performed. Hand washing will be performed frequently and gloves will be changed often and prior to beginning any new task.
- When serving or handing out food, hands are to be washed and gloves put on prior to service. When/If there is a need to de-glove, wash hands and re-glove prior to next service.
- The Cashier will sanitize station, including plexi-glass shield (both sides) each time a shift is begun and when it ends. A face covering is to be worn at all times. Conversation should be limited to essential communication (be courteous, but don't speak for long periods of time).
- The Café will close between meals to allow for sanitation and cleaning.

Eagle Café (Dining Room):

- Take-out meals and grab-and-go options will be available for students and employees during normal operating hours. Weekend service is limited (open 10am to 2pm).
- Individuals who have purchased a meal plan will be given a color-coded ID card per time slot for service (8-9 students per quarter hour during a two-hour service period) and will need to have their own ID for all purchases.
 - Arrangements can be made to pick up food for others in the event of an emergency. This needs to be done ahead of time by emailing the Dining Hall Supervisor (foodservices@siskiyous.edu).
- One-way entry and exit will be required at all times. Individuals will enter the facility from the outside (door facing Ponderosa Hall) and will exit from the opposite side. Only four individuals will be allowed in the service area at a time in order to promote six (6) feet physical distancing.
- All customers will sanitize their hands upon entry to the Dining Hall and are required to wear a face covering at all times while in the facility. Those who refuse to comply will be asked to leave the area.

Eagle Grill: Closed until further notice.

Limit Sharing

The College actively discourages the sharing of items that are difficult to clean or disinfect. These items may include but are not limited to: phone headset, etc. Items such as electronic devices, books, pens, and other learning aids should not be shared.

In areas where there are high-touch resource materials, appropriate cleaning supplies for disinfecting will be available for regular sanitation between each use. Individuals are encouraged to provide their own supplies and resource needs to minimize sharing of high-touch materials to the extent possible (e.g., assigning each student their own art supplies, lab equipment, computers) or limit use of supplies and equipment by one group of students at a time and [clean and disinfect](#) between use, as described above.

Sanitizing Practices:

- Pens will only be used once. Two containers are available. One container will have sanitized (clean) pens and another container will be for used (dirty) pens. At the end of the work day staff will sanitize the used pens with Re-Juv-Nal wearing rubber gloves.
- Anyone entering a public area (e.g. Human Resources, Admissions and Records / Financial Aid counter, Cashier) will be required to sanitize their hands upon entry.
- The College encourages cleanliness. Signage is posted promoting handwashing, hand sanitizing, and physical distancing. Display posters with COVID-19 updates are reviewed and posted as needed.
- Protocol for sanitization of the office or workspace will be required at the beginning and end of each work day. Additionally, disinfecting the office as needed throughout the day is recommended for commonly touched surfaces.

Residence Life & Housing

The Lodges at College of the Siskiyous are maintained as a community living environment. There are two buildings, Juniper Hall and Ponderosa Hall, which provide space for 154 residents. The two-story buildings each have four wings with a common restroom facility on each wing. Rooms are typically double occupancy. **However, until further notice, the rooms are offered as a single occupancy (limiting the housing capacity to 72 residents).** Individual residents may petition to live with a roommate; all double-occupancy requests will be considered based on local pandemic conditions and campus cohorts. The buildings are co-ed, with men and women on separate wings. Residents are required to purchase a campus meal plan.

Prior to arrival, all Lodge Residents returning from travel or relocating from outside Siskiyou County must provide documentation of a negative COVID-19 test, with the sample taken during the 14 days before arrival. Please note, in the case of a student who previously tested positive, clearance to be on campus must be obtained from a medical professional. Self-isolation for 14 days is prescribed by the SCPHD prior to being allowed on campus to begin in-person instruction. Area of commute does not apply for the initial check in, but is included thereafter.

Area of commute is excluded from mandatory testing while conducting normal activities. Evidence of a positive test result or an affidavit verifying clearance to attend the College should be submitted to Student Services by emailing studentservices@siskiyous.edu.

For the first 14 days living in the Lodges, all residents shall maintain a personal [wellness log](#). The completed wellness log must be emailed to lodges@siskiyous.edu. Residents should monitor their health for the following symptoms:

- Fever (100.4° F)
- Sore Throat
- Difficulty Breathing or Shortness of Breath
- Unexplained muscle aches/Headache
- Cough
- Abdominal discomfort
- Loss of smell or taste
- Nasal congestion or sneezing (Different from pre-existing allergies.)
- Vomiting
- Diarrhea

Residents who experience any of these systems must remain in their room. They may not attend class or visit the dining hall and must contact their health care provider. Residents must also inform:

- Lodge staff (call or text) (530) 938-5237
- Health Clinic staff (call for phone triage) (530) 999-9950

These support personnel will assist residents in the next steps of quarantine, which may include relocation to a site off campus.

Off Campus Housing: College of the Siskiyous does not offer off campus housing. Students living off campus will receive infectious disease information through the regular crisis communications systems used by the College.

Education:

Frequent reminders of COVID-19 prevention (verbally, posters, videos), including proper hand hygiene with hand sanitizer, is widely available in common areas and rooms.

- Cleaning and disinfection of common areas and high-touch surfaces will occur throughout the day.
- Per CDC recommendations, all residents are required to wear a face covering when not in their own room. A face covering is required in common areas (e.g. lobby, restroom, hallways). Six (6) foot physical distancing from other residents is required at all times. Seating in the Lobby has been adjusted to support this practice.
- Training on public health measures and signs and symptoms of COVID-19 for all live-in professionals, graduate hall directors, resident advisors (RA), and others in similar roles.

After Classes and on Weekends:

When Lodge residents are not in class, they should follow the Siskiyou County Public Health Guidelines and consider these tips for self-isolation:

Conduct stay-at-home measures:

- Remain in room setting during online classes. Do not use community computers or study in community settings. (laptops are available through Basecamp HQ)
- Minimize trips away from Lodges.
- Keep surfaces clean
- Isolate or keep distance from any Lodge resident who is sick
- If any Lodge resident shows any signs or symptoms of illness, isolate from them immediately and seek medical attention for that person. Contact Lodge office staff immediately.
- If you are exposed to anyone having any of the symptoms reflective of COVID-19 or who have tested positive to COVID-19, notify Lodge staff immediately.

Follow CDC recommended procedures for any trips away from home:

- Be alert to the fact that viral contamination of surfaces is a known means of transmission of infection. Clean everything that touches anything touched by others (such as shopping carts, credit cards, shopping bags, items purchased).
- Keep hand sanitizer and/or disposable gloves for use of ATM, vending machines, gasoline pumps, and transfer of items at the time of purchases.
- Wear a mask in public. Do not touch the mask except the rear ties or ear loops to remove it. Wash it or dispose of it immediately upon removal.
- Wash hands frequently.
- Wear gloves when touching any store items or things others may have touched.
- Dispose of any gloves used so that you are not touching any personal items with them, including doorknobs at home, car handles or steering wheel, personal devices such as cell phones, etc.

Upon returning to the Lodges after going out to the store or any public place, do the following:

- Remove your clothing and place it immediately in the washer and dryer on highest heat it will tolerate.
- Remove shoes at the door and disinfect them with alcohol spray, wipes or available disinfectant.
- Immediately wash all items purchased prior to putting them away.
- If you used a reusable shopping bag, clean it immediately. Washable bags are recommended and wash them upon arriving in your room.
- Clean your cell phone. If possible keep it in a plastic bag and dispose of the bag upon return to your room.
- Avoid touching your face while carrying out these procedures. If you do accidentally touch your face, wash thoroughly immediately.

Room cleaning protocols should include frequent cleaning of hard surfaces with an effective disinfectant solution (e.g. 60% alcohol).

Lodge Guest Policy:

Until further notice, the Lodge guest policy is suspended. Non-residents are prohibited from entering the Lodge buildings while the COVID-19 emergency is in effect.

Residents checking in or out of the Lodges must first schedule their check-in time with Lodge staff to maintain physical distancing.

- No indoor physical events or activities will be held in the Lodges as per current local and state health officer orders.
- It is difficult to maintain physical distancing in on-campus housing, and even modified guidelines may be difficult to achieve. However, every effort should be made to decrease the risk for exposure in on-campus housing
- Reduced occupancy allows for fewer residents using each bathroom and is enhanced by increased sanitization.

In the Event of a Resident (Lodge) Student(s) who is Confirmed Positive or Exposed to COVID-19:

In the event of an exposure to or confirmed case of COVID-19 for a resident student(s), the student will be housed in a private room. Anticipating the need for more private rooms, a hall with multiple open rooms will be considered. Residential Life staff will work with the student(s) to develop a care plan that includes delivery of food, custodial needs, laundry care, etc. The student(s) may order a sick tray via telephone and either a friend or a Resident Advisor (RA) will be coordinated to pick up and deliver the tray. This may involve contracting with an outside agency. Staff will work closely with the Incident Management Team and report the number of ill residents daily. Incident Management Team and Residential Life will also establish “all clear” guidelines when a student may return to his or her prior living quarters.

Whoever is taking meals and/or other supplies to a student(s) in isolation due to a contagious illness will be required to take precautionary measures, such as wearing a mask and gloves. In the case of an ill student(s), the student(s) will be isolated and housing will email this information to Student Services, who will advise the student's professors of upcoming absences.

When/if multiple cases are confirmed in the residence hall or there are a significant number of students with confirmed symptoms, a decision may be made to restrict access to and from the specific buildings. This may involve restricting access in and out of the building, providing medical care, custodial care, and food service separately from the rest of the campus, etc.

Role of College Staff:

Staff will coordinate health officials to ensure that resident(s) are following guidance appropriate for the County and the College of the Siskiyous. Care for the resident(s) by staff will be limited to activities that can take place over electronic communication, such as telephone, text, or zoom. Meal delivery will be to the exterior of the room. Trash removal services will be coordinated as needed to prevent exposure.

College staff will sanitize shared bathrooms and common areas if a resident recovering from COVID-19 is required to remain on campus. Staff will issue a portable sign allowing the resident to close the restroom during and after use. Resident should alert staff that sanitization is needed via text or phone at (530) 938-5237.

College staff will wear appropriate personal protective equipment, including face shield, N95 mask and clothing covers if contact with a recovering resident becomes necessary. If medical care is needed residents may contact the health clinic staff at (530) 999-9950, or 9-1-1 if emergency care is required.

Role of the Resident:

Residents are to remain in their lodge room and coordinate with Residence Life staff for food delivery and trash removal. Healthcare services are available by telemedicine at (530) 999-9950 or by calling 9-1-1 for emergencies.

Restrooms are shared spaces and residents recovering from COVID-19 must contact lodge staff at (530) 938-5237 (call or text) after using the restroom to notify them that sanitation of shared space is needed. CDC guidance requires sanitation of a shared space after it is used by someone with COVID-19. A quarantined resident will be issued a numbered sign that identifies when a shower/bathroom has been used. The sign shall be posted by the resident on the restroom door on their way in to use the bathroom. A custodial staff member will sanitize the area and return the sign to the isolated or quarantined resident.

Residents are expected to wear face coverings and to keep fresh air flowing through their room at all times. If a resident vacates their room, lodge staff will wait at least 24 hours before terminal cleaning and sanitization of the room.

In the Event of a College Closure due to COVID-19:

Residence Life staff will work with students to transition them to a home address off campus. There will be some people who cannot go home. Residential Life will work with the Incident Management Team to establish a plan for those students who are unable to go home. These may include international students, foster youth, or residents who live at some distance from campus. Depending on the number of residents and length of time for school closure, the following options may be considered:

- Housing students with host families in the area.
- Placing students in local hotels with a food stipend.
- Utilizing a skeleton crew on modified hours, keeping one residence hall open, and serving meals.
- Keeping one residence hall open but giving students a food stipend.
- Keeping a residence hall open and contracting with a vendor for delivery of meals.

If the campus is closing, Residential Life will work with the Incident Management Team to develop a plan for international students who will not be able to go home during the closure.

Conferences:

Throughout the year, the College hosts conferences in which outside groups are housed in the residence halls. These conferences host adults, the elderly, and minors. These visitors fall under Residential Life for the purpose of developing a plan for the outbreak.

Educational Resources and Training

The College has developed training or located training resources in order to provide effective training to faculty, staff, and students on preventing COVID-19. Trainings cover the following topics and/or content areas:

- Information on [COVID-19](#), how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus. This training is available [online](#).
- The College's Siskiyou COVID-19 Mitigation, Implementation and Response Plan includes environmental and safety protocols based on the [COVID-19 Industry Guidance: Institutions of Higher Education](#).
- All employees and students should self-screen at home, including temperature and/or symptom checks using [CDC guidelines](#) prior to arrival on campus.
- All employees and students should seek medical attention if their symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or discoloration of the face. Updates and further details are available on [CDC's webpage](#).
- Enhanced sanitation practices
- Physical distancing guidelines
- Use of PPE and [proper use, removal and washing of cloth face coverings](#), including:
 - Face coverings are not personal protective equipment (PPE).
 - Face coverings can help prevent exposure of people near the wearer and the wearer, but do not replace the need for physical distancing and frequent handwashing. Face coverings must cover the nose and mouth. Face coverings must not be shared and should be washed or discarded after each use.
 - Hands should be washed or sanitized before and after using or adjusting face coverings. Avoid touching eyes, nose, and mouth.
- Information contained in the [CDPH Guidance for the Use of Face Coverings](#), which mandates the circumstances in which face coverings must be worn and the exemptions, as well as any policies, work rules, and practices the College has adopted to ensure the use of face coverings. Training should also include how the College's policies on how people who are exempted from wearing a face covering will be handled.

Training and information websites available to both employees and students:

<https://www.vectorsolutions.com/about-us/vector-cares/coronavirus/>

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/>

<https://www.cdc.gov/coronavirus/2019-ncov/communication/videos.html>

Employee: Keenan Safe College Training for COVID-19 will be made available by requesting access through the Human Resource Department. Topics include:

- Coronavirus: CDC Guidelines for Making and Using Cloth Face Coverings
- Coronavirus: Preparing your Household
- Coronavirus: Managing Stress and Anxiety
- Coronavirus: Cleaning and Disinfecting Your Workplace
- Coronavirus: Reopening Your Organization
- Coronavirus: Transitioning to a Remote Workplace
- Coronavirus Awareness
- COVID-19 Employee Safety Training

Screening and Monitoring

The College's established environmental health and safety protocols require all students and employees to self-monitor daily before coming to the College or interacting on campus. These protocols including the following:

Daily monitoring for COVID-19 symptoms, as [described by the CDC](#). Symptoms may include:

- Fever (100.4° F) or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

The importance of not coming to work or attending class:

- If a student or employee has symptoms of COVID-19 as [described by the CDC](#), such as a fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, or diarrhea, OR
- If a student or employee was diagnosed with COVID-19 and has not yet been released from isolation, OR
- If, within the past 14 days, a student or employee has had contact with someone who has been diagnosed with COVID-19 and is considered potentially infectious (i.e. still on quarantine).
- To return to work or class after a student or employee receives a COVID-19 diagnosis only if 14 days have passed since symptoms first appeared, their symptoms have improved, and the worker or student has had no fevers (without the use of fever reducing medications) for the last 24 hours. A student or employee without symptoms who was diagnosed with COVID-19 can return to work or class only if 14 days have passed since the date of the first positive COVID-19 test.
- Ensure any independent contractors, temporary or contract workers, and volunteers are also properly informed about campus COVID-19 prevention policies and have necessary supplies and PPE. Alert organizations supplying temporary and/or contract workers ahead of time of these responsibilities, and ensure that employees have training.

Precautions taken prior to returning to on-campus classes:

All employees/ students returning from travel, or relocating from, outside Siskiyou County must wait at least five (5) days and test negative or self-isolate for 14 days prior

to being allowed on campus. Area of Commute is excluded from mandatory testing while conducting normal activities. In the case of an individual who previously tested positive, clearance to enter campus and resume regular activities must be obtained from a medical professional.

Area of Commute: This term broadens the defined boundaries of the County to include commuting areas where many people either live and commute, or travel to for a day-trip to shop, receive services, etc. The Area of Commute extends within 100 miles of the Weed Campus (Red Bluff, CA to Weed, and Grants Pass, OR to Weed).

- Students are directed to follow COVID-19 guidelines and practice physical distancing, as recommended by the State of California, the CDC and Siskiyou Public Health.

Initial Screening for Students:

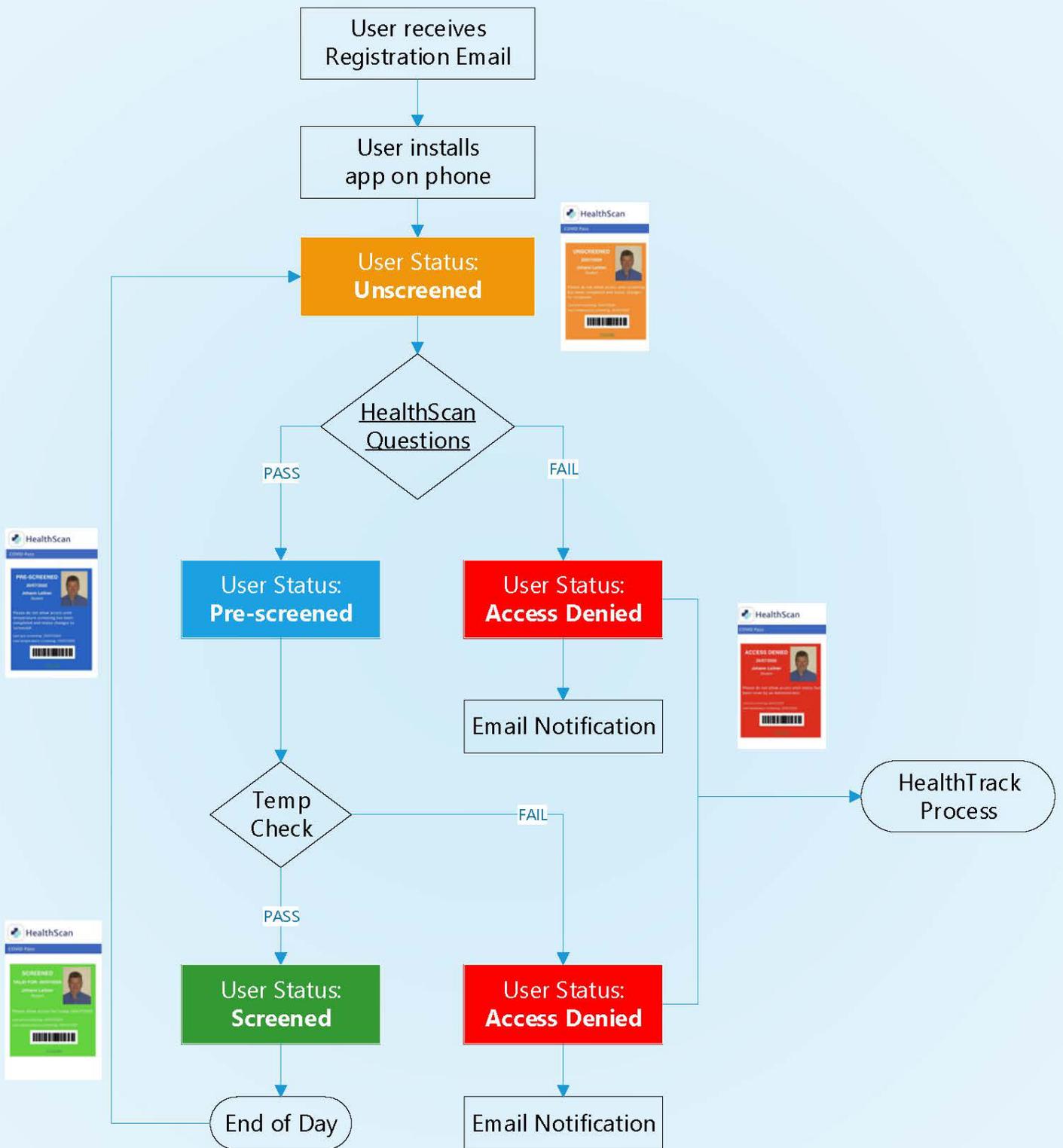
Before leaving your home, if you have a thermometer, take your temperature. Do you have any COVID-19 symptoms? If so, stay home, notify your instructor, and check with your healthcare provider if you have one or more of the COVID-19 symptoms as described by the CDC. Self-monitor before arrival with the HealthScan mobile app.

Initial Screening for Employees:

Before leaving your home, if you have a thermometer, take your temperature. Do you have any COVID-19 symptoms? If so, stay home, notify your supervisor, and check with your healthcare provider if you have one or more of the COVID-19 symptoms as described by the CDC. Self-monitor before arrival with the HealthScan mobile app.



HealthScan Process



Arriving on Campus

During On-Campus Classes:

Check in at the campus entrance Kiosk or TRIO Center/Basecamp HQ - When you arrive to campus, you will be required to:

Weed Campus: Enter the campus via College Avenue. At the entrance you will be directed to stop by staff who will perform the arrival check-in. Drivers (and passengers) will have their temperature taken and provide their 'pass' identification number from the mobile app. All who will be entering campus facilities will be provided with a wristband as verification of screening.

**Note - In the case of the Kiosk being closed due to inclement weather or other circumstances, individuals are asked to check-in at the TRIO Center or Basecamp HQ.*

Students who have walked or bussed to campus should check-in at the TRIO Center or Basecamp HQ after 8am, prior to entering any other building on campus. Facemasks will be provided to all as needed.

- Students and visitors will be provided with a wristband; in-person appointment, drop-in service(s) and/or scheduled course(s) will be verified.
- College personnel are to show work identification.
- Deliveries, contracted services, special programs, and participants of the Discovery Center will be logged at time of entry. Arrival procedures for various populations will vary.

Yreka Campus: For those not teaching, working or enrolled in classes at the Yreka Campus, the Yreka Campus is open by appointment only. Visitors or prospective students may schedule an appointment by emailing cosyreka@siskiyous.edu or by calling (530) 938-5550.

Parking: Once on campus, students and staff should plan to park in designated areas (please exercise physical distancing when exiting and entering your vehicle by waiting for others, parked next to you, to enter or exit) as follows:

- **Law Enforcement Academy (LEA) cadets and staff** will park in the Weed Campus Building 3 parking lot and will only enter and exit Building 3 through the northwest entrance.
- **Emergency Medical Services (EMS) students and staff** will park in the Building 8 parking lot next to the Emergency Services Training Center (ESTC) and will only enter and exit the ESTC building through the main entrance.

- **Fire Academy Cadets and staff** will park in the Weed Campus Building 30 parking lot next to the Tactical Training Center (TTC) and will only enter and exit the TTC building through the main entrance.
- **Welding students and staff** will park in the Weed Campus Building 8 parking lot next to the Industrial Technology (I-Tech) building and will only enter and exit the I-Tech building through the main entrance.
- **Nursing students and staff** will park in the Yreka Campus Rural Health Sciences Institute (RHSI) parking lots (upper and lower) and will only enter and exit the RHSI building through the main entrance.
- **All other students and staff** will park in the parking lot closest to their classroom and only enter and exit through the building's main entrance.

If you begin to feel ill during the day and experience any symptoms, notify your instructor via email immediately and plan to leave for the day. Our students' safety and the safety of our staff and faculty are a top priority. If you miss class time, discuss this with your instructor.

Protective Measures While On-Campus:

- Face-to-Face (F2F) classes have been modified to allow for six (6) feet of physical distance between students and the instructor.
- Areas of the campus off limits to students are indicated by signage.
- Students and employees are reminded to take breaks where physical distancing is possible. Signage is provided as a reminder.
- Bathroom stalls have been modified to allow for physical distancing.
- All students and employees will follow all PPE guidelines (wearing a mask, complying with physical distancing, etc.) and handwashing protocols at all times during the day.
- While exiting and entering buildings, physical distancing should be exercised at all times

After On-Campus Classes - While at Home and If You Go Out:

All students and employees should conduct stay-at home measures as outlined below. Any student or employee who must leave home to go to work should follow the same measures in travel to and from work and during the work day. The health and well-being of all students and employees is considered of highest value in our institution. Please utilize COS resources as needed and stay in touch with us with questions and needs.

- Conduct stay-at-home measures:
 - Minimize trips away from home.
 - Keep surfaces clean.
 - Isolate or keep distance from any household member who is sick.
 - If any household member shows any signs or symptoms of illness, isolate from them immediately and seek medical attention for that person.
 - If you are exposed to anyone having any of the symptoms reflective of COVID-19 or who have tested positive to COVID-19, notify your instructor immediately.
- Follow recommended procedures for any trips away from home:
 - Be alert to the fact that viral contamination of surfaces is a known means of transmission of infection. Clean everything that touches anything touched by others (such as shopping carts, credit cards, shopping bags, items purchased).
 - Keep hand sanitizer and/or disposable gloves for use of ATM, vending machines, gasoline pumps, and transfer of items at the time of purchases.
 - Wear a mask in public. Do not touch the mask except in the rear ties or loops to remove it. Wash it or dispose of it immediately upon removal.
 - Wash hands and/or use antibacterial frequently.
- Upon returning home after going out to the store or any public place do the following:
 - Wash your hands and/or use antibacterial soap.
 - If you used a reusable shopping bag, clean it immediately. Washable bags are recommended and wash them upon arriving home.
 - Clean your cell phone. If possible keep it in a plastic bag and dispose of the bag upon return home.
 - Avoid touching your face while carrying out these procedures. If you do accidentally touch your face, wash thoroughly immediately.

Home protocols should include frequent cleaning of hard surfaces at home with an effective disinfectant solution (e.g. 60% alcohol).

When Someone Becomes Sick

Sick Individuals Are Advised to Stay Home

All students and employees who are sick or who have recently had [close contact](#) with a person with COVID-19 must stay home.

- If a case is confirmed for a lodge resident student, the student will be isolated or quarantined to their own private room. Residential Life staff will work with the student to develop a care plan that includes delivery of food, custodial needs, laundry care, etc. The student may order a sick tray via telephone and either a friend or a RA will be coordinated to pick up and deliver the tray. This may involve contracting with an outside agency. Residential Life staff will work closely with the Incident Management Team and report the number of ill residents daily. Incident Management Team and Residential Life staff will also establish "all clear" guidelines when a student may return to their daily life (e.g. in person classes, personal needs, work).
- Whoever is taking meals and/or other supplies to a student in isolation due to a contagious illness will be required to take precautionary measures, such as wearing a mask and gloves. If a student is ill, housing will email this information to the Office of Student Services, who will advise the student's instructor(s) of upcoming absences.
- If multiple cases are confirmed in the lodges or there are a significant number of students with confirmed symptoms, a decision may be made to restrict access to and from the specific buildings. This may involve restricting access in and out of the building, providing medical care, custodial care, and food service separately from the rest of the campus, etc.
- For serious injury or illness, call 9-1-1 without delay.
- Sick faculty, staff, or students should not return to in-person classes or College facilities, or end isolation until they have met CDC's [criteria to discontinue home isolation](#).

Isolate and Transport Those Who are Sick

Employee and students should not come to the College if they feel sick, and should notify College officials if they become sick with COVID-19 [symptoms](#), test positive for COVID-19, or have been [exposed](#) to someone with COVID-19 symptoms or a confirmed case.

Students: Student Services - studentservices@siskiyous.edu

Employees: Human Resources - hr@siskiyous.edu

For those students and employees who are on campus, College of the Siskiyous will work with those who feel ill to transition them to an isolated area on campus or a home address off campus.

- Faculty, staff, and students with COVID-19 [symptoms](#) should immediately separate themselves from other individuals.
 - For individuals who are unable to transport themselves, an isolated area on each campus site has been identified for the purpose of protecting the sick individual's privacy until arrangements can be made for transportation.
 - Weed Campus: Building 12 - Gym Foyer
 - Yreka Campus: Building 84 - RHSI Room 114 (single restroom end of hallway)

In case of needing an ambulance or bringing someone to the hospital, a call will be made first to alert them that the person may have COVID-19.

For those who cannot leave campus, Residential Life staff will work with the Incident Management Team to establish a plan for those students who are unable to go home. These may include international students, foster youth, or residents who live at some distance from campus.

- Depending on the number of residents and length of time for school closure, the following options may be considered:
 - Housing students with host families in the area.
 - Placing students in local hotels with a food stipend.
 - Utilizing a skeleton crew on modified hours, keeping one residence hall open, and serving meals.
 - Keeping one residence hall open but provide students a food stipend.
 - Keeping a residence hall open and contracting with a vendor for delivery of meals.

Student Health Services

Healthcare services are provided via our Student Health Clinic. Students should call (530) 938-5502 and leave a message for virtual appointments.

Notification - Health Officials and Close Contacts

In consultation and collaboration with Siskiyou County Public Health's contact tracking and tracing, those who have had [close contact](#) with a person diagnosed with COVID-19 will be notified immediately with requirements to stay home or in their living quarters. These potentially infected individuals will also be required to [self-monitor for symptoms](#) and follow [CDC guidance](#) if symptoms develop. Local health officials will indicate the length of time for self-isolation and self-monitoring.

Returning to the College After COVID-19 Symptoms / Exposure

Student Release from Siskiyou County Public Health COVID-19

Isolation - The process to return to normal campus activities following isolation is as follows:

- COS COVID employee liaison will contact SCPH COVID Contact Investigator Nurse for your case on day ten (10) to review your case. Criteria for release includes afebrile temperature <100.4° without fever-reducing medications for 24 hours, and all COVID-related symptoms resolved.
- The SCPH COVID Contact Investigator Nurse will review the case and send a letter from the Siskiyou County Public Health Officer, Dr. Aaron Stutz releasing you from isolation status.
- The letter will be forwarded to Janice Gonzales at studentservices@siskiyous.edu.
- When the email receipt is confirmed, Janice Gonzales will notify of receipt. The confirmation email with the SCPH letter attached will be your ticket to class to return to campus activity.

Quarantine - The process to return to normal campus activities following quarantine is as follows:

- COS COVID employee liaison will contact SCPH COVID Contact Investigator Nurse for your case on day 14 to review your case. Criteria for release includes afebrile temperature <100.4° without fever-reducing medications for 24 hours, and all COVID-related symptoms resolved.
- The SCPH COVID Contact Investigator Nurse will review the case and send a letter from the Siskiyou County Public Health Officer, Dr. Aaron Stutz releasing you from quarantine status.
- The letter will be forwarded to Janice Gonzales at studentservices@siskiyous.edu.
- When the email receipt is confirmed, Janice Gonzales will notify of receipt. The confirmation email with the SCPH letter attached will be your ticket to class to return to campus activity.

Students should contact the Student Service Department (send email to studentservices@siskiyous.edu) to determine if additional information or process to be completed before returning to campus and classes.

Employee Release from Siskiyou County Public Health COVID-19

Employees: Should contact the Human Resource Department (send email to hr@siskiyous.edu) for process to be completed before returning to work. In some circumstances, employees may be asked to submit notice from a medical professional verifying illness/reason for absence.

Updated Isolation and Quarantine Guidance for Schools and Essential Workers

On December 14, 2020, the [CDPH posted updated quarantine guidance for COVID-19](#).

This was following by information published by the SCPHD on December 9, 2020:

- All asymptomatic close contacts (less than six (6) feet for at least 15 minutes or *within the same school cohort or classroom*) may discontinue quarantine after Day 10 from the date of last exposure **without** testing (*including students*).
- Due to essential nature of their work—exposed **school employees (not students)**, asymptomatic health care, emergency response, and social services workers who work in the child welfare system or congregate residential settings—may return to work or school during staffing shortages after Day 7 from the date of last exposure **with** a PCR test performed after Day 5 and a negative result.
 - After this time, contacts must use surgical face masks at all times during work and continue to use face coverings when outside the home through Day 14 after last exposure.
 - This approach should not be used by persons who are in contact with persons at high risk for severe disease or by persons who work in high risk settings such as skilled nursing facilities and correctional institutions unless critical staffing shortages exist.
- All contacts released from quarantine before Day 14 must:
 - Self-monitor for COVID-19 symptoms through Day 14 and if symptoms occur, immediately self-isolate and contact their local public health department or healthcare provider and seek testing.
 - Adhere strictly to all recommended non-pharmaceutical interventions, including consistent use of face coverings and maintaining a distance of at least six (6) feet from others, through Day 14.
- Symptomatic individuals or individuals with known positive COVID tests must still self-isolate for the required 10 days and may not return to work or school prior to this timeframe according to standard criteria.

Isolation - The process to return to normal campus activities following isolation is as follows:

- COS COVID employee liaison will contact SCPH COVID Contact Investigator Nurse for your case on day ten (10) to review your case. Criteria for release includes afebrile temperature <100.4° without fever-reducing medications for 24 hours, and all COVID-related symptoms resolved.
- The SCPH COVID Contact Investigator Nurse will review the case and send a letter from the Siskiyou County Public Health Officer, Dr. Aaron Stutz, releasing you from isolation status.
- The letter needs to be forwarded to Andrew Matheson at hr@siskiyous.edu.

- When the email receipt is confirmed, Andrew Matheson will notify of receipt. The confirmation email with the SCPH letter attached will be your ticket to return to work on campus.

Quarantine - The process to return to normal campus activities following quarantine is as follows:

- COS COVID employee liaison will contact SCPH COVID Contact Investigator Nurse for your case on day 14 to review your case. Criteria for release includes afebrile temperature <100.4° without fever-reducing medications for 24 hours, and all COVID-related symptoms resolved.
- The SCPH COVID Contact Investigator Nurse will review the case and send a letter from the Siskiyou County Public Health Officer, Dr. Aaron Stutz releasing you from quarantine status.
- The letter needs to be forwarded to Andrew Matheson at hr@siskiyous.edu.
- When the email receipt is confirmed, Andrew Matheson will notify of receipt. The confirmation email with the SCPH letter attached will be your ticket to return to work on campus.

Guidance for Siskiyou Athletics

These guidelines and considerations are based on the best available public health data at the time of writing, international best practices currently employed, and the practical realities of managing operations; as new data and practices emerge, the guidance will be updated. Additionally, the guidelines and considerations do not reflect the full scope of issues that collegiate athletic programs will need to address. The guidelines and considerations are intended to help the College plan and prepare for resumption of College athletics and training, and to resume competition when conditions warrant.

All sports at College of the Siskiyou are voluntary. Students may opt out at any time.

The risk of transmitting the COVID-19 virus depends on several factors germane to sports, including:

- Number of people in a location
- Type of location (indoor versus outdoor)
- Distance or physical contact between people
- Length of time at location
- Touching of shared objects
- Use of face coverings
- Mixing of people from locations with different levels of community transmission.

The College's top priority is the health and safety of our students and our staff in the Athletic Department. All possible steps to ensure the safety of student-athletes, employees, and the public are being taken.

The College has restricted access to essential personnel, such as our players, coaches, trainers, local law enforcement, and key administrative staff in order to limit occupancy within athletic facilities. The California Department of Public Health, in consultation with local departments of public health, will review and assess the impact of these imposed limits on public health and provide further direction as part of a phased-in restoration of leisure activities, as needed. The Training Room will be limited to a maximum of two (2) students at a time. Any activity that can be done outdoors (weather permitting) will take place in an outdoor area.

Required Use of Face Coverings

On November 16, 2020, CDPH issued an update on [Guidance on the Use of Face Coverings](#), which broadly requires the use of face coverings for both members of the public and workers in all public and workplace settings where there is a high risk of exposure. All of those involved in collegiate athletics, including coaches, staff, media and players not engaged in play, are subject to these requirements.

Athletic Facility-Specific Plan

The person responsible for implementation of the Athletic Facility-Specific Plan and responding to COVID-19 concerns for athletics overall, and for each team or sport is the Director of Athletics.

- Location: Building 8 - Emergency Services Training Center (ESTC), Weed Campus
- Contact: Charles Roche, Director of Athletics
Email: roche@siskiyous.edu Phone: (530) 938-5313

[CDPH Guidance for the Use of Face Coverings](#) has been incorporated into the Athletic Facility-Specific Plan which includes a policy for handling exemptions.

The College's Athletic Department will conduct a COVID-19 education session with all staff and students within athletics at the beginning of each semester and each sport season.

The Athletic Director will regularly check during athletic courses, practices, and meetings to ensure compliance with the plan, and document and correct any deficiencies identified.

The Athletic Director will investigate any COVID-19 illness of a student athlete or employee, and determine if any work-related or athletic-related factors could have contributed to risk of infection. The plan will be updated as needed to prevent further cases. Contact tracing will be used during the investigation.

In case of an outbreak, the Athletic Department will follow guidelines from Siskiyou County Public Health Division primarily, and supported by [CDPH guidelines](#).

The Athletic Department will adhere to the guidelines outlined in this plan. Failure to do so could result in illnesses that may cause operations to be temporarily closed, suspended, or limited.

Additional Topics for Student-Athlete and Worker Training

Student-athletes, staff, and coaches will receive regular updates and information about COVID-19; upon or before return to campus, including additional topics such as:

- Risks COVID-19 poses for athletes.
- Proper use of face coverings, including:
 - Face coverings are not personal protective equipment (PPE).
 - Face coverings can help prevent exposure of people near the wearer and the wearer, but do not replace the need for physical distancing and frequent handwashing.
 - Face coverings must cover the nose and mouth.

- Workers should wash/sanitize hands before and after touching face coverings.
- Avoid touching eyes, nose, and mouth.
- Face coverings must not be shared and should be washed or discarded after each shift.
- Information contained in the [CDPH Guidance for the Use of Face Coverings](#), which mandates the circumstances in which face coverings must be worn and the exemptions, as well as any policies, work rules, and practices the employer has adopted to ensure the use of face coverings will be provided during educational sessions and/or training events. Training will also include the College's policies on how individuals who are exempted from wearing a face covering will be handled.
- Information on employer or government-sponsored leave benefits workers may be entitled to receive that would make it financially easier to stay at home will be provided. See additional information on [government programs supporting sick leave and worker's compensation for COVID-19](#), including worker's sick leave rights under the [Families First Coronavirus Response Act](#) and worker's rights to workers' compensation benefits and presumption of the work-relatedness of COVID-19 pursuant to the Governor's [Executive Order N-62-20 while that Order is in effect](#).
- Regular reminders of the importance of physical distancing will be provided.
- Protocols for reporting any symptoms will be shared.
- Any facility specific changes.

Individual Control Measures and Screening

- Regular or daily self-monitoring and campus screening, as well as periodic testing, of athletes and workers that work with athletes for COVID-19 will be conducted in accordance with the College's Siskiyous COVID-19 Mitigation, Implementation, and Response Plan.
- Entry to all athletic facilities will be limited to key essential personnel, such as players, coaches, trainers, local law enforcement, and key administrative staff.
- The College requires daily self-monitoring with the HealthScan mobile app.
- Employees must wear gloves when handling items contaminated by body fluids. Gloves should be replaced each time employee starts a new task.
- Coaches or referees moving items used by athletes (e.g., balls) or handling trash bags should use disposable gloves (and wash hands before putting them on and after removing them) and wash hands before and after handling shared items.
- Limit any nonessential visitors, staff, and volunteers as much as possible. No spectators are currently permitted during training or competition.

Testing

The College understands testing only indicates if there is a current viral infection at the point in time when test occurs. It is possible to test negative if the sample is collected early in an infection. The weekly sampling of student athletes and athletics staff is one way to help minimize contagion and community spread of COVID on the College and throughout the County.

- All students participating in athletics and athletic staff/coaches will have a baseline PCR test done the first week on campus.
- Surveillance PCR testing of 25% of total number of students participating in athletics and athletic staff/coaches will be conducted each week on campus by a trained healthcare professional.
- Competition between teams without spectators is permitted to begin only if the College can provide COVID-19 testing and results within 48 hours of competition in high contact risk sports.
 - Based on current evidence and standards, PCR is the standard testing method for both baseline and ongoing surveillance testing. Testing strategies are always contingent on the availability of ample testing supplies, laboratory capacity, efficient turnaround time and convenient access to testing. If PCR testing in a community is prioritized for symptomatic individuals (updated testing priority criteria on [CDPH website](#)), if PCR supplies/turnaround time are compromised, or as testing technology evolves, alternative strategies may need to be considered.

Isolation & Quarantine

In order to engage in contact sports practice or competition, the College's athletics administration and athletes must commit to adherence with appropriate isolation and quarantine procedures.

- All symptomatic athletes and staff will remain in isolation until test results are available, and repeat testing will be considered if initial testing is negative and symptoms continue and are consistent with COVID-19 symptoms.
- All athletes and staff who test positive or are clinically diagnosed with COVID-19 disease must isolate:
 - For 10 days after symptoms first appeared (or 10 days after specimen collection for their first positive test), AND
 - At least 24 hours have passed with no fever (without use of fever-reducing medications), AND
 - Other symptoms have improved.

- Individuals who test positive for SARS-CoV-2 who **never develop symptoms**, may return to work or school 10 days after the date of specimen collection for their first positive test for SARS-CoV-2.
- Individuals identified as close contacts (within six (6) feet for at least 15 minutes) must follow state and local public health directives or orders for quarantine, regardless of the frequency of testing for those in the cohort or footprint.
 - Close contact must quarantine for 14 days after the last exposure.

Due to the nature of athletic participation, the College will take steps to assist with the contact tracing process including, but not limited to, film review of practice (if available), and extended assessment of contact associated with athletic participation so that all athlete contacts can be identified.

Cleaning and Disinfecting Protocols:

- Thorough cleaning and disinfection of surfaces in high-traffic areas, including locker rooms, dugouts, benches, chairs, doors/door handles, etc., as appropriate will be performed regularly throughout the day and between use.
- Use of shared objects and equipment (e.g., balls, bats, gymnastics equipment) will be cleaned between each use by individual. Student athletes are not allowed to share towels, clothing, or other items they use to wipe their faces or hands.
- The sharing of equipment or balls will be limited as much as possible. For applicable sports, balls will be rotated on a regular basis to limit contact by multiple users until disinfected.
 - For example, in baseball and softball umpires should limit their contact with the ball unless wearing gloves, and catchers should retrieve foul balls and passed balls where possible. Balls used in infield/outfield warm-up should be isolated from a shared ball container.
- Coaches and trainers will ensure there are adequate supplies of items to minimize the sharing of equipment to the extent possible.
 - For example, by labeling and assigning them to individuals (e.g., protective gear, balls, bats, water bottles); otherwise, use of supplies and equipment will be limited to one group of players at a time and cleaned and disinfected between use.
- All programs will have bottles of Re-Juv-Nal spray with them at practice for any shared equipment. The use of shared equipment will be limited as much as possible.
- High touch surfaces will be cleaned between shifts or between users, whichever is more frequent, including but not limited to game clocks, scoreboards, rakes, counters, common pens for sign-in sheets, etc.
- The College actively discourages the sharing of audio equipment, phones, tablets, pens, and other work supplies.

- The sharing of audio headsets and other equipment between staff is discouraged unless the equipment can be properly disinfected after use. Equipment manufacturers will be contacted as needed to determine appropriate disinfection steps, particularly for soft, porous surfaces such as foam earmuffs.
- The Athletic Department has developed and implemented a schedule for increased, routine cleaning and disinfection of supplies and equipment. Cleaning and disinfecting will take place during working hours as part of the staff job duties.
- The College has identified, third-party cleaning companies to assist with increased cleaning demands, especially to suppress and contain an identified case or cases of COVID-19.
- For facilities to remain operational, adequate provision of soap, paper towels, and hand sanitizer must be maintained, with additional supplies made available when needed.
- When choosing disinfecting chemicals, the Athletic Department will use products approved for use against COVID-19 on the [Environmental Protection Agency \(EPA\)-approved](#) list and follow product instructions. Disinfectants labeled to be effective against emerging viral pathogens, diluted household bleach solutions (5 tablespoons per gallon of water), or alcohol solutions with at least 70% alcohol that are appropriate for the surface will be used. Training on [chemical hazards](#), manufacturer's directions, ventilation needed, and Cal/OSHA requirements for safe use will be provided. Those using cleaners or disinfectants should wear gloves and other protective equipment as required by the product instructions. The California Department of Pesticide Regulation's [requirements for safe use](#) of disinfectants must be followed. Methods recommended by the Department of Public Health will be followed for [asthma-safer cleaning](#). The College currently uses Re-Juv-Nal for most cleansing and sanitizing solutions.
- When possible, doors and windows will be open to increase fresh air circulation.
- The College's Siskiyou COVID-19 Mitigation, Implementation and Response Plan details the standards for safe ventilation of all facilities including athletics.
- Touchless hand sanitizer dispensers are installed at entrances and high contact areas in all athletic facilities. In addition, pump bottles of hand sanitizers are located in a multitude of areas for frequent sanitizing of hands.
- [CDC guidelines](#) are followed to ensure that all water systems are safe to use after a prolonged facility shutdown to minimize the risk of [Legionnaires' disease](#) and other diseases associated with water.

Physical Distancing Guidelines:

- Outdoor practice and play, is encouraged as much as possible.
- Training will be held in small group cohorts. The College will establish cohorts as a

strategy to minimize the potential spread of COVID-19. A cohort may be composed of no more than 25 individuals, all members of the same team, who consistently work out and participate in activities together. Cohorts should avoid mixing with other groups.

- Students will be taking mostly online courses. If in a classroom – cohorts will meet. Education on how to minimize transmission during training will be held.
- Athletes and coaches are to maintain at least six (6) feet of separation from others when not on the field of play or otherwise engaged in play/activity, where feasible.
 - Create distance between players when explaining drills, rules of the game, or huddling.
 - The number of players sitting in confined player seating areas (e.g., dugouts) will be limited. This will include allowing players to spread out into spectator areas if more space is available.
 - Unnecessary physical contact such as high fives, handshake lines, and other physical contact with teammates, opposing teams, coaches, umpires, and fans is not allowed. Coaches are asked to regularly review physical distancing rules with athletes.
 - The College has installed physical guides, such as signs and tape on floors or cones on playing fields, will be used to remind coaches and players remain at least six (6) feet apart.
 - When possible, there is to be six (6) feet of distance between players while participating in the sport (e.g., during warm-up, skill-building activities, simulation drills).
- Officials should maintain six (6) feet of separation from others and when interacting with athletes and coaches off the field of play. Officials should avoid exchanging documents or equipment with players and coaches. The College encourages the use of digital entry of lineups, etc.
- A schedule of use for College practice facilities has been created that will allow for one group to leave, clean/disinfect the area, before another group enters the facility. For facilities that are shared with the broader campus community, separate time for team use has been dedicated.
- Meetings and trainings that can be conducted virtually, or outdoors, and in areas that allow for appropriate physical distancing between staff, athletes or other workers will be used as much as possible.
- Breaks (for coaches and trainers) will be staggered, in compliance with wage and hour regulations where relevant, to maintain physical distancing protocols.
- Those who request modified duties or options to minimize their contact with athletes, coaches, officials, and other workers will be considered on a case by case basis.

Food and Dining:

- All players, coaches, and referees are responsible for their own individual water or drink bottles. Drink bottles will be labeled with the name of the owner.
- If food is provided, it will be provided as single-serving, pre-packaged boxes or bags instead of as a buffet or family-style meal.
- Safety guidance by the California Department of Public Health and Cal/OSHA regarding [dine-in restaurants](#) will be followed as needed.

Travel - During Competition:

- Travel will be limited to essential personnel (e.g., athletes, coaches, trainers, and medical staff).
- Only individuals who pass the screening process will be allowed to travel.
- Only individuals who pass the competition testing protocol will be allowed to travel.
- If using more than one vehicle, travel parties should be split according to those already with the closest contact (e.g., cohorts).
- Face coverings must be worn during travel.
- Eating and drinking should be done at a stop to allow individuals to socially distance from one another.
 - For bus travel, seating will be restricted to a 'checkerboard' pattern to keep seats open in front of and behind each person

Return to Facility or Training after a Positive Test:

- Sick staff and student-athletes will be advised not to return until they have met CDC criteria to discontinue [home isolation](#), including 24 hours with no fever (without fever-reducing medication), symptom improvement, and 10 days since symptoms first appeared or since test conducted.
- Student-athletes will provide the Siskiyou County Public Health Officers release from isolation or quarantine to Student Services contact person and the Athletic Director. Depending on the severity of the case, clearance from a medical provider may be required. Return to activity in all cases should allow an acclimatization process.
- Discontinuation of practice with contact and competition for the rest of the season may be considered by local health departments if more than 10% of athletes on a team test positive within a 14 day period. For teams with less than 20 athletes total, if more than five (5) members test positive, discontinuation of practice with contact and competition for the rest of the season may be considered.

Communication and Public Outreach

The College of the Siskiyous has an established communications plan that addresses risk reduction among the campus community, alumni, and the broader fan base in regard to safer ways to enjoy the game or competition (physical distancing, masks, and the need to adhere to the local public health orders and directives regarding any gatherings or events both at home and away games) and will distribute these messages in multiple modes (social and traditional media) ahead of and during televised viewing of sporting events.

COVID-19 Reference

Virus Name	Disease Name
Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-CoV-2)	Coronavirus Disease 2019 (COVID-19)

Guidance on Community-Related Exposure to Covid-19

As COVID-19 spreads in the United States, we're seeing what we call "community transmission," meaning the virus is spreading in the community from an unknown source.

If a person is:	With exposure to:	Recommended Steps:
<p>An individual who has had close contact (less than six feet) for more than 15 minutes. * With or without a mask.</p> <p><i>* There's a lot we're still learning about COVID-19, and we don't yet have an exact definition about how long a "prolonged" exposure is.</i></p> <p><i>Recommendations suggest using 15 minutes as a working definition.</i></p>	<p>A person who has symptomatic COVID-19, between two (2) days before their symptoms began and the point when that person is able to stop home isolation.</p> <p>A person who has tested positive for COVID-19 (laboratory confirmed) but has not had any symptoms in the two (2) days before they were tested until the point where they are able to stop home isolation.</p>	<p>Staying home until 14 days after last exposure and keeping social distance (at least six feet) at all times.</p> <p>Self-monitoring for symptoms: Checking temperature twice a day. Watching for fever, cough, or shortness of breath.</p> <p>Avoiding contact with people at higher risk for severe illness (unless they live in the same home and had same exposure).</p> <p>Following CDC guidance if symptoms develop.</p>

Adapted from Public Health Recommendations for Community-Related Exposure (CDC)

Incubation and Infectious Periods

Once the virus that causes COVID-19 infects someone, it does not result in symptoms immediately. The period of time between when a person is infected and when they start to show symptoms of the disease is called the **incubation period**. During this time period, the person may be able to spread the virus without showing any symptoms. The incubation period for COVID-19 ranges from 2-14 days. Most people begin to experience symptoms within five (5) days of exposure.

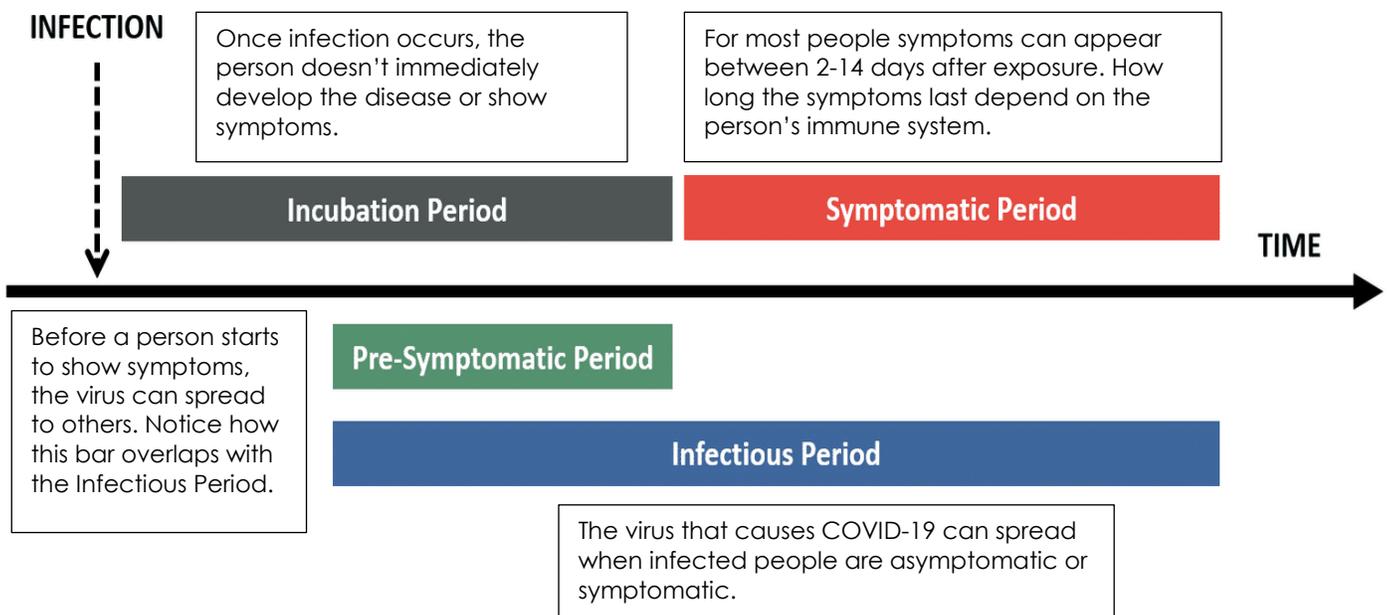
During the incubation period, people can also be considered **pre-symptomatic**. This means that the person has not yet developed symptoms, but can spread the virus. Being pre-symptomatic is a little different from being asymptomatic:

- Being asymptomatic means that symptoms *never* develop.
- Being pre-symptomatic means that symptoms have *not yet* developed.

The **infectious period** refers to the period of time when COVID-19 can be spread to others. People are thought to be contagious when they are pre-symptomatic (i.e., during the incubation period) *and* when they are symptomatic.

Because the infectious period for COVID-19 overlaps with the incubation period, **a person infected with the virus may be infectious without showing symptoms**. The virus can spread simply because the person does not know they are infected and does not take steps to avoid transmission. Furthermore, others around them cannot tell they are sick. This is also the case with asymptomatic transmission.

More studies are being done to better understand the role of asymptomatic and pre-symptomatic infections in spreading the virus from person to person.



Testing

Types of COVID-19 Tests: The Siskiyou County Public Health Officer has requested Symptomatic Persons** or Identified Contacts do not get a Nasal swab test until 4-5 days after exposure or the start of symptoms. This time period will let the virus multiply and produce a detectable viral load.

**Symptomatic Persons: If the person has a fever >100.4 or difficulty breathing, they should go to the Emergency Department for priority testing, care and treatment. Symptomatic persons with symptoms should self-isolate and notify their provider to make a decision regarding testing.

Nasal swab or saliva tests: Directly detects the virus. **Rapid Test** gives immediate results but is not as accurate as the **PCR Test**. The **PCR Test** can take up to a week for results. **The nasal swab and saliva tests can confirm if a person is currently infected with the COVID-19 virus.**

Antibody Test, also known as a Serology (blood) Test: Indirectly detects the infection through the presence of antibodies. The presence of antibodies means that the person's body has had an immune response to the COVID-19 virus. In other words, the body detected a harmful virus and activated a defense against it by making antibodies to fight it.

While the nasal swab or saliva test can confirm *current* infection, antibody tests can only confirm that the person has at one point been infected. There may be cases where the antibody test is preferred.

Closing the Case

Isolation Cases: A symptomatic person must meet three criteria:

1. Ten (10) day isolation period has ended.
2. The person has not had a fever and not taken any fever-reducing medication for at least 24 hours.
3. Symptoms have improved.

An asymptomatic persons' case is closed after the ten (10) day isolation period. A repeat COVID-19 test is not necessary because it will be positive for an unknown period of time.

Quarantine Cases: If a case becomes symptomatic, testing will be advised and possibly required. If the person tests positive, the person will be isolated for ten (10) days after the positive test.

If the case remains asymptomatic, the case closes after day 14. If the case decides to get a test after day five (5) and its negative, the case remains in quarantine for the entire 14 period regardless.

Adopted from <https://www.astho.org>

Case Study

Eddy the Eagle is a College athlete. Eddy is COVID-19 tested periodically per College protocols. Eddy is notified that he/she tested positive on **9/10**. He/She is placed in **Isolation**.

The infectious period is two (2) days before the person has symptoms or a positive test. The infectious period lasts from Day -2 until isolation ends.

9/8	9/9	9/10	9/11	9/12	9/13	9/14	9/15	9/16	9/17
-2	-1	Day 0	Day1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
		Tested/ Illness Onset	Isolation Begins						

9/18	9/19	9/20	9/21
Day 8	Day 9	Day 10	Isolation ends if no fever without the use of fever reducing meds and symptom free.

Eddy the Eagle had close contact with another Eagle. The other Eagle is now considered a contact and an Eagle under investigation. This Eagle is placed in **Quarantine**.

9/11	9/12	9/13	9/14	9/15	9/16	9/17
Day 1	2	3	4	5	6	7
Quarantine						

9/18	9/19	9/20	9/21	9/22	9/23	9/24	9/25
8	9	10	11	12	13	14	Quarantine Ends

Stay Safe Pledge

Stay Safe. Stay Healthy. Do Your Part.

In this extraordinary time of a global pandemic, we are responsible for ourselves and each other. We will work together. We will rise to the occasion. We will take necessary steps to keep each other safe. And - most importantly – we will not put ourselves or others at risk.

As we continue to live through this global pandemic, we all will embrace and adapt to new practices for our living, learning and working environment. At the core of these practices is protecting the health and safety of every campus community member. To do so, all members of the Siskiyous community are expected to take an active role in promoting the safety, health, and well-being of every campus community member. That means abiding by all health and safety directives from federal, state, local and College officials and encouraging others to do the same.

We will all do our part to keep ourselves, our peers, our colleagues, and all College of the Siskiyous community members safe.

As a Siskiyous Eagle, I am committed to keeping myself and the Siskiyous community healthy and safe from the spread of COVID-19. I pledge to take the following actions:

How to Keep Myself Safe

- Wear a facial covering inside all campus buildings, and outside if I can't maintain physical distancing.
- Maintain six (6) feet of distance from others.
- Get a flu vaccine when it becomes available.
- If gathering with people outside of my residence, practice physical distancing, wear a facial covering, and limit gatherings to 25 people.
- Wash my hands regularly and clean any surfaces I touch.
- Avoid touching my eyes, nose, and mouth.
- Monitor my health on a daily basis for symptoms of COVID-19 by completing the attestation form, and notify Basecamp HQ if I exhibit symptoms.

How to Keep fellow Siskiyous Eagles Safe:

- Wear a mask or face covering while on campus and off campus where physical distancing measures cannot be maintained.

- Avoid traveling outside of Siskiyou County's Area of Commute and limit travel to essential needs only.
- Adhere to all directives and College guidance if I need to be quarantined or isolated.
- Don't attend classes or participate in extracurricular activities if exhibiting any symptoms of the COVID-19 virus, are awaiting test results, or test positive for the virus.
- Participate in return to campus testing as well as any testing required throughout the academic year.
- Fully and honestly participate in contact tracing.
- Encourage others to follow these guidelines.
- Follow any new directives from the Centers for Disease Control and Prevention, California State Public Health, Siskiyou County Public Health, of the College that become public during each semester.

The safety of our community is a shared responsibility, and my actions can put myself and others at risk. I understand that whether or not I take this pledge, failure to comply with these directives may result in a referral to the Office of Student Services for violation of the Code of Student Conduct, which governs individual and group behavior on and off campus.

We recognize that some students with disabilities, in order to live and learn safely, may need to modify some aspects of this pledge. Students who believe they may not be able to adhere to these protocols for disability-related reasons should contact the DSPS Office (email dsps@siskiyous.edu or call (530) 938-5297 to request a reasonable accommodation/modification. Click below to take the pledge.

Take Pledge

Notice of Risks and Protocols for Students Regarding COVID-19

The Siskiyou Joint Community College District and College of the Siskiyous' highest priority is the safety of its students and employees. While we prioritize safety, our students may determine that they wish to continue their studies, which may expose them to individuals who have developed or are receiving treatment for COVID-19. All students should be aware that they are at risk of exposure to the virus that causes COVID-19.

The District/College provides the following targeted guidance about COVID-19 safety to its students to allow them to consider risks and take certain precautions before continuing required face-to-face instruction.

Notice of Risks in Courses:

- Students attending classes offered by the Siskiyou Joint Community College and College of the Siskiyous may be exposed to the virus that causes COVID-19.
- By attending classes, students may knowingly or unknowingly transmit the COVID-19 virus to family members or other individuals in their home or to those with whom they have close contact.
- Students attending classes may expose and potentially transmit the virus that causes COVID-19 to others, and thus may place young children, elderly or immunocompromised family members and others they come in contact with at high risk for infection and illness.

Click below to complete COVID-19 Notice of Risks and Protocols.

[Notice of Risks](#)

Glossary of Terms & Definitions

Area of Commute is a defined boundary for travel that does not require self-isolation or testing to return to work. The College has set this area to travel within 100 miles of the Weed Campus, mainly concerning the north-south axis along Interstate 5 (Red Bluff, CA to Weed, and Grants Pass, OR to Weed, CA).

Asymptomatic means that a person who is contagious with, or tests positive for, COVID-19 does not exhibit any of the common symptoms for the virus.

Campus Status refers to the Weed and/or Yreka campus operational level, assessed and determined by objective factors during the global pandemic.

Case Management is a coordinated, comprehensive process of assessment, mitigation, planning, facilitation, care coordination, evaluation and advocacy regarding health needs. In terms of the global pandemic, positive COVID cases are case managed to ensure the health and safety of students and employees.

Cleaning and Sanitizing are key elements of the College's mitigation and containment efforts in response to the global pandemic; following strict standards and guidelines as prescribed and/or recommended by the Center for Disease Control (CDC) and the California Public Health Department to maximize health and safety.

Close Contacts: In the context of COVID-19, the definition of a close contact is someone who was within six (6) feet of person diagnosed with COVID-19 for a total of 15 minutes or more. More information to inform the determination of exposure risk can be found on CDC's Public Health Guidance for Community-Related Exposure.

Communal spaces are large, gathering spaces, like lobbies, classrooms, etc. Under the global pandemic, extra precautions are required in these spaces.

Communication is the act of transferring information from one place, person or group to another. In a state of emergency, such as a global pandemic, frequent communication conveyed through proper channels – and based on the latest data and facts – is critical for the ongoing functions of the College.

Confirmed COVID-19 Case: A person has received medically verified laboratory evidence of a COVID-19 diagnosis based on reliable testing, preferably a Polymerase Chain Reaction (PCR) test (PCR – see Polymerase Chain Reaction (PCR) below).

Contact: A contact is anyone who came in "close contact" with a Person Under Investigation (PUI – see PUI below). This might include:

- People who shared a close environment with a PUI, such as the workplace, classroom, household, or place of worship.
- People who traveled with a PUI in a vehicle (any type) and were in close proximity to the PUI during that travel.

- Healthcare workers who provided in-person care to the PUI without proper personal protective equipment (PPE).

Coronavirus Disease (COVID-19) is the name of the disease impacting the current global pandemic. Diseases often have different names than the viruses that cause them. Diseases are named to enable discussion on disease prevention, spread, transmissibility, severity and treatment. Human disease preparedness and response is the role of the World Health Organization (WHO), so diseases are officially named by WHO in the International Classification of Diseases (ICD). (See also SARS-COV-2)

COVID-19 Education is ensuring employees and students receive the most up-to-date, scientifically backed knowledge to maximize health and safety during the global pandemic.

Critical Infrastructure represents the "systems and assets, whether physical or virtual, so vital to the organization that the incapacity or destruction of such systems and assets would have a debilitating impact on security, economic stability, public health and safety, or any combination of those matters" (source: The [Patriot Act](#) of 2001). The goal of the College's COVID-19 response plan is to preserve our critical infrastructure in order to maintain our capacity and ability to fulfill our mission.

Disinfecting is a prescribed cleaning and sanitizing (see above) process meant to "kill" or remove microscopic organisms on surfaces. Disinfecting is a method of mitigation meant to help stop the spread of diseases like COVID-19.

Environmental Health and Safety Protocols are the codes of practice the District has developed to prevent, mitigate, contain, and protect the lives of all students, employees, and guests to our campuses throughout the global pandemic. These procedures include:

- Identifying and evaluating environmental sources and hazardous agents, and
- Limiting exposures to hazardous physical, chemical, and biological agents in air, water, soil, food, and other environmental media or settings that may adversely affect human health.

Essential Employees are employees identified by the District to continue working on campus during more restricted access phases of operations. While all positions of employment at the College are considered essential, if any part of your job has been identified as requiring you to complete that task and/or function on campus, then at least that part of your job is essential.

Additionally, to further support College employees, the following situations – developed and approved by direct supervisors – in coordination with your Vice President, are considered essential:

- Employees who can't do their job anywhere but on campus
- Employees who have some elements of their job that must be performed on campus

- Employees who are required to be on campus for specified reasons, including but not limited to,
 - a. providing consistent presence in the department
 - b. the lack telecommuting ability elsewhere
 - c. coordinating work in the department that allows others to work remotely
- Employees, who otherwise might be considered essential, require accommodations – reviewed and approved by Human Resources – to work remotely

Face Coverings are made with at least two layers of fabric, completely cover the nose and mouth, and fit snugly against the sides of your face without leaving gaps. A minimum of two layers of thick, densely woven fabrics are best, such as quilting cotton. Knit fabrics that stretch are not ideal. Garments like bandanas and neck gaiters, and masks with exhalation valves, do not meet the criteria for face coverings. The intent of properly made and fitted face coverings is to create a barrier to virus-filled droplets that are coughed, sneezed or breathed out when talking. The College has thousands of disposable surgical masks that can be even more effective than fabric face coverings in protecting those around you when interacting closer than 6 feet in distance, or for longer periods of time than 15 minutes in a 24 hour time period.

Face Shields are a piece of rigid, clear plastic typically attached to a headband. The plastic piece covers the face, extending below the chin.

Global Pandemic is the preferred term used in College documents when referring to the COVID-19 health situation, since this more accurately reflects the nature of this event in which a disease spreads throughout the populated countries in the world and affects a large number of people.

Incident Management Team (IMT) is the group identified at the College to respond to the state of emergency caused by the global pandemic. IMT members include key leaders and stakeholders of the College community whose essential roles and responsibilities assist with the College's evolving response to COVID-19.

Incubation period refers to the time between when a person is infected and when they either start to show symptoms or are asymptomatic but are contagious to spread COVID-19. The incubation period for COVID-19 remains a range between 2-3 days up to 14 days. The only way a person can know definitively whether they have contracted COVID-19 during the incubation period is to be tested (see PCR Test below).

Infectious period refers to the period of time when the COVID-19 virus can be spread to others. People can be contagious even if they are asymptomatic. Most people with symptoms will no longer be contagious within 10 days after COVID-19 symptoms resolve. People who test positive for the virus but never develop symptoms over the following 10 days after testing are probably no longer contagious (some documented exceptions exist).

Initial Screening (also known as Pre-Screening) is for students arriving on campus for the first time in any given semester. Before a student can reside in the Lodges, participate in

athletic courses or activities, attend in-person classes, or initiate a cohort program such as the Law Enforcement or Fire Academies, or the Nursing or Emergency Medical Services majors, etc. the student must be tested – with a negative COVID-19 result – within 10 days of arriving on campus. Conversely, a student must produce proper medical clearance that they have recovered from COVID-19 if they contracted the virus within the past six months (and therefore may produce a false positive test result).

ICU Capacity The "capacity" or "ability to provide high-quality care for everyone who is or could become a patient in that Intensive Care Unit (ICU) on a given day.

Isolation refers to the separation of people who have tested positive for COVID-19, with or without symptoms, from people who are not sick in attempt to prevent the spread of the virus. People who are in isolation should stay home and separate themselves from others by staying in a specific "sick" bedroom or space, and using a different bathroom, when possible. In some cases, isolation may take place in a hospital setting. This is different than the condition of quarantine (defined below) which separates people who have yet to be diagnosed as having contracted the COVID-19 virus.

Kiosk is a centralized location used by students, employees and visitors of a College of the Siskiyous campus to verify daily self-monitoring and provide screening before full entry and access to College facilities.

Monitoring is the expectation, and need, for every student and employee to daily check for COVID-19 symptoms as described by the CDC in order to maintain – and maximize – the health and safety of everyone who works and lives on campus.

Personal Protective Equipment (PPE) is safety *equipment* worn to minimize exposure to hazards, such as COVID-19, that can result in community spread of illness.

Person under investigation (PUI) means a person who is currently identified as a potential contact of community spread and exposure to the COVID-19 virus, but has not yet been diagnosed positive, or who was thought to be a potential contact but later tested negative for the virus.

Phases of Operations are the different levels of daily function and protocols identified to keep the College open and fulfilling its mission while maintaining the safety and health of our students, employees, and visitors. Each phase is designated by a color (red, orange, yellow, green). At each phase, safety factors are utilized to either expand or restrict activity on campus grounds and within campus facilities. Predetermined benchmarks trigger the College moving between the four phases.

Physical Distancing (in terms of COVID-19): Social distancing, also called "physical distancing," means keeping a safe space between yourself and other people who are not from your household. To practice social or physical distancing, stay at least six (6) feet (approximately two (2) arm lengths) from other people who are not from your household in both indoor and outdoor spaces.

Point of Contact is an employee or employees identified to receive and/or convey information to ensure accuracy, consistency, and rapidity of record retention and/or communication distribution.

Policy Management: The process of creating, communicating, and maintaining policies and procedures within an organization.

Polymerase Chain Reaction (PCR) Test is considered the “gold standard” SARS-CoV-2 detection. This test actually detects RNA (or genetic material) that is specific to the virus and can detect the virus within days of infection, even those who have no symptoms.

Pre-Screening is defined under Initial Screening.

Probable COVID-19 Case is identified when a person has symptoms of COVID-19 and has had contact with another person with COVID-19, but does not have a laboratory confirmed COVID-19 diagnosis. For precaution, probable cases are told to isolate (see isolation above).

Quarantine refers to the practice of separating individuals who have had close contact with someone with COVID-19 to determine whether they develop symptoms or test positive for the disease. Quarantine also reduces the risk of transmission if an individual is later found to have COVID-19. Quarantine for COVID-19 should last for a period of 14 days after the exposure has ended. Ideally, each quarantined individual should be quarantined in a single room with solid walls and a solid door that closes.

Risk Mitigation in an emergency situation, such as the global pandemic, is the process of developing actions to enhance opportunities and reduce threats.

Safe Practices are written methods outlining how to perform a task with minimal risk to people, equipment, materials, environment, and processes. In terms of COVID-19, some major safe practices include:

- Frequently wash your hands with soap and water for at least 20 seconds.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Practice good respiratory etiquette, including covering coughs and sneezes.
- Avoid close contact with people who are sick.
- Stay home if sick.

Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-CoV-2) is the scientific name of the new strain of Coronavirus or Coronavirus Disease 2019, also known as COVID-19.

Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-CoV-2) is the official name designation for the COVID-19 virus, which results in the coronavirus disease known as COVID-19. Viruses often have different names than the diseases they cause; for example, HIV is the virus that causes the disease AIDS. Viruses are named based on their genetic structure to facilitate the development of diagnostic tests, vaccines and medicines. Virologists and the wider scientific community do this work, so viruses are named by the International Committee on Taxonomy of Viruses (ICTV).

Testing refers to the circumstances when students and employees should receive diagnostic screening for the presence of the COVID-19 virus in the individual's bodily system. For some activities, frequent testing is required. When students and employees travel outside of the College's defined area of commute (defined above), testing is required at times in lieu of quarantine. Negative test results are required prior to students moving into the College's Lodges, and before students enrolled in face-to-face courses start a semester.

The 3 W's is an easy-to-remember tool for students and employees to engage in safe practices while on campus: **W**ear a Mask, **W**ash your hands, **W**atch your distance.

Tier refers to a level of local contagion and corresponding restrictions of movement and economic activity as determined by the local County of Public Health Department.

Wellness Log is used to track overall wellness and health by day/time, and to monitor for symptoms of illness. It can also be used to track points of contact or interactions with other individuals.

Identification of COVID-19 Hazards

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

Person Conducting the Evaluation: Veronica Rivera, Director of Facilities & Maintenance

Date:

Name(s) of employee and authorized employee representative that participated:

Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation

COVID-19 Inspections (www.dir.ca.gov/dosh/coronavirus/)

Date:

Name of person conducting the inspection: Veronica Rivera

Work location evaluated:

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
Room Capacity			
Administrative			
Physical distancing			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
PPE (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			

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