**Hoosier Uplands WX Work Policies Regarding COVID-19**

The following plan will be in place during the active COVID-19 pandemic of 2020. This plan may be re-assessed as needed and in accordance with CDC, OSHA, EPA and IHCDA rules and regulations**.**

##### What are the Signs and Symptoms of COVID-19?

People with Coronavirus Disease 2019 (COVID-19) can experience mild to severe respiratory illness. People with these [symptoms](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) or combinations of symptoms may have COVID-19:

* Cough
* Shortness of breath or difficulty breathing

Or at least two of these symptoms:

* + Fever
  + Chills
  + Repeated shaking with chills
  + Muscle pain
  + Headache
  + Sore throat
  + New loss of taste or smell

Emergency warning signs and symptoms of COVID-19 that may suggest that you need urgent medical attention include:\*

* Trouble breathing
* Persistent pain or pressure in the chest
* New confusion or inability to be awakened (i.e., aroused)
* Bluish lips or face

\*This list is not all-inclusive. Consult your healthcare provider for any other symptoms that are severe or concerning.

**How Does COVID-19 Spread?**

Although the pandemic possibly originated from humans exposed to infected animals, SARS-CoV-2—like other coronaviruses—spreads between people and cause COVID-19. The CDC acknowledges that at this time, there is no evidence that companion animals, including pets, can spread COVID-19 to people or that they might be a source of infection in the United States.

[According to the CDC](https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-recommendations.html), person-to-person transmission occurs during close (within 6 feet) contact with a person with COVID-19, primarily from respiratory droplets produced when an infected person coughs or sneezes. These droplets, particularly when aerosolized, can be deposited in the mouth, nose, or eyes of nearby people or be inhaled into the lungs. Airborne transmission from person-to-person over long distances (including as a result of evaporating droplets that leave behind infectious particles known as droplet nuclei) is believed to be unlikely.

People can also become infected with SARS-CoV-2 by touching surfaces or objects contaminated with the virus, and then touching their mouths, noses, or eyes. Current evidence suggests that novel coronavirus may remain viable for hours to days on a variety of surfaces. [Frequent cleaning](https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html#Cleaning) of visibly dirty and high-touch surfaces, followed by [disinfection](https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html#Cleaning), can help prevent SARS-CoV-2 and other respiratory pathogens (germs) from spreading in workplaces.

##### General Guidance for All Workers and Employers

For all workers, regardless of specific exposure risks, it is always a good practice to:

* Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol. Always wash hands that are visibly soiled.
* 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.
* Recognize personal risk factors. [According to U.S. Centers for Disease Control and Prevention (CDC)](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html), certain people, including older adults and those with underlying conditions such as heart or lung disease or diabetes, are at higher risk for developing more serious complications from COVID-19.
* Weatherization staff and contractors who have symptoms (i.e., fever, cough, or shortness of breath) should notify their supervisor and stay home—DO NOT GO TO WORK. Likewise, work must stop when a worker detects any possible symptoms of COVID-19 in any inhabitant in the home.
* Try to reduce the number of weatherization staff, contractors and clients in the home at the time of interior work, consider asking clients if they would leave the home during the interior work or try to isolate them to one room.
* Weatherization staff and contractors conducting interior work will wear PPE, this may also help assure clients who are fearful of people entering their home.
* Consider offering face masks to clients to contain respiratory secretions.
* Consider installing a physical barrier, such as a clear sheet of plastic, to isolate a client while interior work is being conducted.
* Disinfect areas of the home that have been touched such as door handles, thermostats and other shared surfaces.
* After removing PPE, always wash hands with soap and water for at least 20 seconds, if available. Ensure that hand hygiene facilities (e.g., sink or alcohol-based hand rub) are readily available at the point of use (e.g., at or adjacent to the PPE removal area).

**Arriving at Client’s Home**

* Call/contact the client before arriving to verify the health of occupants at home. Clarify what it is you are working on that day and get as much information on the phone as possible. Explain what you will be doing and what they need to be doing to protect one another's health.
* Set up your hand washing station
* Wash hands
* Put on person protective equipment (PPE)
* Utilize zip walls and other barriers where appropriate.
* Isolate yourself from clients as much as possible. (6ft. is recommended)
* Increase infiltration while doing work when possible. Utilize methods such as running air handlers or opening doors and windows when performing work.

**Cleaning/Disinfecting Job Sites and Other Protective Measures**

* Set up your hand washing station (if not already done).
* Wash hands
* Put on disposable gloves
* Put on mask or respirator
  + Clean and disinfect frequently used tools and equipment on a regular basis. This includes other elements of the jobsite where possible. Employees should regularly do the same in their assigned work areas.
  + Touch as little as possible. Doorknobs, handrails, etc.
  + Plan your work carefully to minimize trips to your vehicle and to minimize the number of tools required to complete the job.
  + Be mindful of what you are touching. Some tasks are not practical with disposable gloves on. Wash hands frequently while working.
* Clean shared spaces such as trailers and break/lunchrooms at least once per day.
* Disinfect shared surfaces (door handles, machinery controls, etc.) on a regular basis.
* Avoid sharing tools with co-workers. If not, disinfect before and after each use.
* Trash collected from the jobsite must be changed frequently by someone wearing gloves.

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| **Inventory checklist for Employee and contractors** |
| *Is there adequate inventory for the following categories before going into the field?* |
| Respirators  N95 face masks |
| Gloves |
| Tyvek Suits |
| Booties  Handwashing Station |
| Paper towels |
| Hand soap  Clean Water for Handwashing  Baby Wipes |
| Cleaners/Sanitizer |
| Client education materials |
| Client face masks  (Note: A surgical mask should not be confused with PPE for a worker; the surgical mask acts to contain potentially infectious respiratory secretions at the source (the person’s nose and mouth) |

**Health Questionnaire**

This questionnaire is given during the Pre-inspection phone call. The clients will be informed they are not required to answer these questions but could be subjected to deferral until the current COVID-19 pandemic has improved.

1. Has anyone in the household tested positive or are presumed positive for COVID-19?

If so, have they met the CDC criteria to be around others?

1. Has anyone in your house hold experienced fever, cough or shortness of breath in the last two weeks?
2. Has anyone in your household been in contact with someone who has had a fever, cough or shortness of breath in the last two weeks?
3. Does anyone in the household have underlying medical conditions or are they in frequent contact with someone who has underlying medical conditions?