

On-Site Work Requirements

Do NOT work if you feel sick or have COVID-19 symptoms.



Notify UW COVID Response Team if you test positive or suspect that you have COVID-19.

- **COVID Response Team:** (covidehc@uw.edu or 206.616.3344)
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Required Trainings:

- 1) EH&S COVID-19 Online Safety Training: [Back to the Workplace](#).
 - 2) Site specific training with Tatyana Galenko (tgalenko@uw.edu).
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Before Coming onsite:

- 1) Submit vaccination attestation or declare exemption (Use this [LINK](#)).
 - 2) Coral reservation if applicable (Coral [LINK](#)).
 - 3) Symptom attestation; Workday daily symptom attestation is no longer required, continue to self-monitor daily for COVID-19 symptoms and stay home or go home if feeling sick or experiencing symptoms.
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Upon Entering (each day):

- 1) FACE MASKS; are required regardless of vaccinated status.
- 2) Wash hands for at least 20 seconds or use hand sanitizer.
- 3) Disinfect high-touch surfaces: counters, knobs, and any shared objects.
- 4) PHYSICAL DISTANCING; is recommended for individuals who are not fully vaccinated when in crowded areas or in spaces that are not well ventilated.

Introduction:

This plan helps ensure the health and safety of personnel by reducing the potential for COVID-19 transmission at University locations. The measures are based on [Washington Ready COVID-19 guidance](#); [Washington Department of Labor & Industries \(L&I\) requirements](#), the [Governor's Proclamation for Higher Education](#); and guidance from state and local public health agencies. This plan is updated as regulations and public health guidance change.

Tatyana Galenko, Lab Manager, is the designated COVID-19 site supervisor for the labs & office staff. The role is to train users on COVID specific guidelines and ensure compliance with COVID-19 related requirements outlined in this plans, this including face covering and vaccine verification requirements.

All personnel who are performing in-person work must undergo COVID-19 policies and procedures **training** identified in this plan and sign a form to attest that training took place. Those who have not completed the training will not be allowed to come to campus.

This plan does not substitute University of Washington Prevention Plan.

Vaccination:

COVID-19 vaccination is the most critical element of the University's COVID-19 Prevention Plan. All University personnel and students are required to be vaccinated against COVID-19 unless a medical, religious, or philosophical exemption is declared. All UW units, personnel, and students must comply with the [UW COVID-19 Vaccination Policy](#) requirement by submitting the University COVID-19 Vaccine Attestation Form by the established deadlines in accordance with the policy.

A. UW personnel use [Workday](#) to submit the COVID-19 Vaccine Attestation Form to document they are fully vaccinated or to declare an exemption. The form must be submitted as soon as possible after you are fully vaccinated* or have decided to declare an exemption, before returning to or commencing on site work, or September 10, 2021, whichever date is earliest.

B. Students must submit a [Student COVID-19 Vaccine Attestation Form](#) to document their vaccination information or declare an exemption. The form must be submitted as soon as possible after the second dose of a 2-dose series or after a 1-dose vaccine, after you have decided to declare an exception, or by the start of autumn quarter on September 29, 2021, whichever is earliest. Students who are unable to get vaccinated until after arriving on campus may submit their form by November 5, 2021.

*Fully vaccinated is two weeks after receiving the second dose in a two-dose series of a COVID-19 vaccine authorized for use by the FDA (e.g., Pfizer-BioNTech or Moderna), two weeks receiving a single-dose vaccine authorized by the FDA (e.g., Johnson & Johnson/Janssen), or two weeks after receiving all recommended doses of a vaccine that is listed for use by the World Health Organization (WHO).

Prevention and Personnel Health:

1. **Never come to campus or a UW facility if you are experiencing any of the following [symptoms of COVID-19](#) infection:**

- Fever (100.4F+)
- Cough
- Shortness of breath
- Sore throat
- Runny nose
- Headache
- Muscle aches
- Chills
- Loss of taste or smell
- Nausea or vomiting
- Diarrhea

If you have any of these symptoms, stay home. Contact your health-care provider or get tested. Notify EH&S Response Team if you test positive or suspect that you have COVID-19.

- UW students, staff, faculty and other academic personnel should contact the COVID-19 Response Team at covidehc@uw.edu or 206.616.3344.
2. If you have been in **proximity to someone with COVID-19**, then you must stay home, contact COVID Response Team, and follow the quarantine guidelines.
 3. Transit Riders follow [COVID-19 Prevention for Transit](#) guidelines.
 4. [Eating Space Guidelines for COVID -19 Prevention.](#)

Facemask UW Policy:

All individuals at a University location, including faculty, staff, students, contractors, vendors and visitors must adhere to the [UW COVID-19 Face Covering Policy](#). In order to ensure the health and safety of the University campus community and the public:

- All individuals are required to wear a face covering indoors, regardless of vaccination status, when on site at a University of Washington location. This requirement is applicable indoors when other people are present and in all public and common areas, including, but not limited to lobbies, hallways, stairways, restrooms, elevators, and in shared vehicles.
- Outdoors, face coverings are optional, regardless of vaccination status. However, a face covering is recommended when in outdoor crowded settings and in settings where there is a decreased ability to consistently maintain a physical distance between others.

Face covering must: Fit snugly against the sides of the face; completely cover the nose and mouth; be secured with ties, ear loops, elastic bands, or other equally effective method; include at least two layers of material; allow for breathing without restriction; be capable of being

laundered and machine dried without damage or change to shape (if made with fabric); be free of holes, tears or valves that have the potential to release respiratory droplets.

Good Hygiene:

- Avoid touching your eyes, nose or mouth with unwashed hands.
- Avoid contact with people who are sick.
- Stay home while sick and avoid close contact with others.
- Cover your mouth and nose with your elbow or a tissue when coughing or sneezing, and immediately dispose of the used tissue.
- Wash hands often with soap and water for at least 20 seconds. If water is not available, use hand sanitizer with at least 60% alcohol content.

Five steps to wash your hands the right way:

- 1) Wet your hands with clean running water and apply soap.
- 2) Lather your hands. Don't forget the back of your hands, between your fingers and under your nails.
- 3) Scrub your hands for at least 20 seconds. (Hum the "Happy Birthday" song from beginning to end twice)
- 4) Rinse your hands well under clean running water.
- 5) Dry your hands using a clean paper towel.

Cleaning and Disinfection:

Follow the manufacturer's instructions for safe and effective use of all cleaning and disinfection products (e.g., dilution concentration, application method and contact time, required ventilation, and use of personal protective equipment).

- The disinfectant concentrations and contact time are critical for effective disinfection of surfaces.
- Ensure that disinfectants are prepared in well-ventilated areas and handled safely, while wearing the appropriate personal protective equipment (PPE) to avoid chemical exposures.
- Review the [EH&S COVID-19 Chemical Disinfectant Safety Information guide](#) for recommended safety measures for common disinfection agents.

Disinfecting Solutions

Use one of the following to disinfect hard, non-porous surfaces:

- [EPA-registered disinfectant](#) for use against SARS-CoV-2 or
- Alcohol solution with at least 70% alcohol or
- 10% freshly prepared bleach/water solution

Avoid putting disinfectant gels or liquids on electronics, including elevator buttons. For keyboards, first moisten a paper towel with the alcohol solution then wipe across the keyboard and mouse.

Frequency Clean work areas regularly.

- For surfaces and equipment touched by multiple workers (e.g., doorknobs, tables, computer keyboards, handrails, exercise rooms), clean and disinfect daily, between uses, or when visibly unclean.
- For surfaces and equipment touched by one individual, clean and disinfect periodically, when unclean, as a minimum.

SAFETY GUIDELINES DURING CLEANING AND DISINFECTION

A. Wear disposable gloves when cleaning and disinfecting. Gloves should be discarded after each use. Clean hands immediately after gloves are removed.

B. Wear eye protection when there is a potential for splash or splatter to the face. Wear a surgical mask (rather than a cloth mask) as well if there is a potential for splash or splatter to the face.

C. For larger scale or frequent cleaning (i.e., a large surface area), gowns or aprons are recommended to protect personal clothing. When applying cleaning or disinfecting agents with electrostatic sprayers (e.g., over large or hard to reach areas) follow additional safety precautions in accordance with the Electrostatic Sprayers Focus Sheet.

D. Store disinfectants in labeled, closed containers. If dispensing disinfectants into secondary containers (e.g., spray bottles), these must also be labeled with their contents and hazards. Keep them in a secure area away from food. Store them in a manner that prevents tipping or spilling.

COVID RESPONSE SECTION

COVID-19 Testing Options:

To prevent the spread of COVID-19 in our communities, stay home and avoid contact with other people when:

1) You have [symptoms](#) of COVID-19, *regardless of vaccination status*.

2) You test positive for COVID-19.

3) You have close contact with a person who has COVID-19.

Close contact means being closer than 6 feet for at least 15 minutes during a 24-hour period (even if both individuals were wearing face coverings), living with or caring for a person who has COVID-19, or having direct contact with infectious secretions (e.g., being coughed on, kissing, sharing utensils). The exposed individual is required to follow the quarantine requirements outlined in the [FAQ](#) "I may have been exposed to COVID-19. What should I do?"

- [Washington Exposure Notifications –WA Notify](#) mobile app is a tool to alert users if they may have been exposed to a COVID-19 positive person. University personnel and students are encouraged to download or activate the app on their mobile devices.

The following COVID-19 testing options are provided at no cost to you:

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Questions: Tatyana Galenko (tgalenko@uw.edu)

Husky Coronavirus Testing program: strongly encourage participation among employees and students. If you are not enrolled, you can still sign up now to be tested. If you are not enrolled in Husky Coronavirus Testing, you can still sign up for testing through the program.

Free testing is also available through local public health departments:

1. [Public Health – Seattle & King County testing sites](#)
2. [Pierce County testing sites](#)
3. [Snohomish Health Districts testing sites](#)

Additional testing options:

1. [Hall Health Center](#): COVID-19 testing is available by appointment only. Call [206-685-1011](#) to schedule.
2. [UW Medicine](#) offers testing for current patients. [Visit the patient portal](#) to make an appointment.
3. Some pharmacies offer COVID-19 testing that is billed to your health insurance.
4. Your personal health care provider may be able to arrange testing.

Positive Cases and UW Response:

Notify the UW COVID Response Team as soon as possible if you test positive for COVID, or if you have close contact with individuals who have COVID.

- COVID-19 Response Team at (covidehc@uw.edu or **206.616.3344**).

COVID Response Team will work closely with you and inform you about isolation, quarantine, and give you further guidance.

What is the difference between quarantine and isolation?

Quarantine and self-isolation both involve staying home and avoiding contact with other people.

- **Quarantine** keeps a person who *might have been exposed* to COVID-19 away from others. Quarantine helps prevent spread of disease that can occur before a person develops symptoms.
- **Isolation** separates individuals who have COVID-19 from people who do not have COVID-19. Individuals who test positive for COVID-19 need to self-isolate, even if they experience no symptoms.

During quarantine, you should:

- **Stay home for 14 days** after the last date you spent time with the COVID-positive person, whether or not you have symptoms, even if you tested negative for COVID-19.
- **Get tested.**

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Questions: Tatyana Galenko (tgalenko@uw.edu)

- Wait 5-7 days to get tested after being exposed to COVID-19 if you have no symptoms.
- If you develop symptoms during quarantine, get tested immediately, even if you had previously tested negative.
- **Watch for symptoms of COVID-19**, including fever (temperature of 100.4 degrees or higher), cough, shortness of breath, coughing, sore throat, runny nose, headache, muscle pain, chills, loss of taste or smell, and gastrointestinal symptoms like nausea, vomiting and diarrhea. If you develop symptoms, get tested, continue staying at home and contact a UW COVID Response Team.
- **Stay away others**, especially people who are at higher risk of serious illness.

How long should I self-isolate?

If your health care provider confirms or suspects you have COVID-19 and you have symptoms, you can be around other people after:

- At least 10 days since symptoms first appeared **and**
- At least 24 hours with no fever without fever-reducing medication **and**
- Symptoms have improved

If you tested positive for COVID-19 but you *have not experienced symptoms*, you can be around other people after 10 days have passed since you tested positive. A negative test result is not required or recommended by public health agencies prior to returning on site to the University.

[People with conditions that weaken their immune system](#) might need to stay home longer than 10 days. Talk to your healthcare provider for more information.

During self-isolate?

- **Monitor your symptoms.** If you have an [emergency warning sign](#) (including trouble breathing), seek emergency medical care immediately.
- **Stay in a separate room** from other household members, if possible. Use a separate bathroom, if possible.
- **Avoid contact** with other members of the household and pets.
- **Don't share personal items**, like cups, towels, and utensils.
- **Wear a cloth face covering** when around other people.

University Response- EH&S Contact Tracing

When notified of a person with suspected or confirmed COVID-19, the University, through EH&S, takes the following steps to maintain the health and safety of the campus community. The University is in ongoing coordination with local health departments on COVID-19 response efforts and complies with applicable privacy requirements. Response activities include:

- Obtain details about the person's symptoms, locations on campus and close contacts.
- Conduct a risk assessment to determine an action plan. The plan may include:

- Provide a recommendation for and/or assistance with self-isolation.
 - Notify the school, and/or work unit.
 - Notify individuals or groups who were in close contact (within 6 feet, for more than a few minutes) with the ill person within 48 hours prior to the development of symptoms. Close contacts will be provided with public health recommendations that includes staying home (quarantine) and monitoring their health for 14 days and getting tested for COVID-19. For more information, read the FAQ [*"How does the UW follow up with close contacts of a person who tested positive for COVID-19?"*](#)
 - Evaluate the specific locations where the person spent time on campus for [enhanced cleaning and disinfection](#) in accordance with guidance from the Centers for Disease Control and Prevention (CDC). Enhanced cleaning and disinfection is conducted in spaces where an ill person spent time 48 hours prior to symptoms developing through seven days after the person last spent time in a University space.
- Return to work information: Per public health guidance, the EH&S COVID-19 Response Team provides instructions for returning to the workplace to individuals who have COVID-19, close contacts of individuals who have COVID-19, University/unit representatives and UW Human Resources.
 - The identity of individuals with COVID-19 and their close contacts is not publicly disclosed. It remains private among University representatives involved in the public health response including EH&S representatives, unit representatives as needed and UW Human Resources.
 - For information about the University's response to a COVID-19 case on campus, visit the [COVID-19 Case Response](#) page on the EH&S website.

Additional Resources:

University of Washington Prevention Plan:

<https://www.ehs.washington.edu/system/files/resources/COVID-19-Prevention-Plan-for-the-Workplace.pdf>

Consent:

By signing below, I confirm that I have been provided with COVID-19 safety training, that the content of the training is understood, and that I have had an opportunity to ask questions. I understand the consequences of not following the protocol, and understand my obligation to ensure the safety of others.

Printed Name: _____

Signature: _____

Date: _____