COVID-19 Safety Training
Disclaimer

The information provided in this training is based on current information regarding best practices obtained from guidance and publications issued by the U.S. Centers for Disease Control and Prevention as well as other federal, state and local public health officials.
Training Purpose

This training is designed to:

- Raise safety awareness about COVID-19.
- Provide the latest safety guidance.
- Provide instructions on how to correctly wear personal protective equipment, or PPE.
Important Notes

Any illnesses, including COVID-19 positive cases, at the University put others at risk.

Please stay home if you are sick.

Practice physical distancing measures at all times.
Important Notes — Continued

Medical personnel and approved law enforcement and research personnel may require **N95 respirators** or other **suitable respiratory protection** to perform their duties.

Any employee that needs consideration for PPE due to a medical accommodation should contact Human Resources.
It is required that all students, employees, and visitors wear a cloth face covering or mask when it is NOT feasible to maintain physical distancing measures (i.e. at least 6 feet of separation between others) between coworkers and the public.
Coronavirus and COVID-19

Coronavirus disease 2019, or COVID-19, is a respiratory illness that spreads from person-to-person.

COVID-19 is considered a global pandemic with community spread.

Symptoms may include fever, muscle or body aches, sore throat and cough, fatigue and headaches.
Routes of Exposure

• The virus spreads person-to-person.
  – Between people who are in close contact with one another (within about 6 feet).
  – Through respiratory droplets produced when an infected person coughs, sneezes, or talks.
  – These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
  – COVID-19 may be spread by people who are not showing symptoms.

• The virus may spread in other ways.
  – It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes.
  – This, however, is not thought to be the main way the virus spreads, but there is still more learning to be done about how this virus spreads.

COVID-19 Symptoms

A range of symptoms and severity may appear 2-14 days after exposure to the virus.

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Muscle Pain
- Sore throat
- New loss of taste or smell
- Other less common symptoms, include gastrointestinal symptoms like nausea, vomiting, or diarrhea.
Reducing Community Spread of COVID-19

Take steps to protect yourselves and others:

• COVID-19 is spread person-to-person or by touching contaminated surfaces.

• No vaccine is currently available.

• Asymptomatic individuals can spread the disease.

• Avoid being exposed to prevent illness.
Safety Precautions and Procedures
Safety Precautions and Procedures

All personnel on campus should follow safety precautions and practice recommended procedures to minimize the spread of COVID-19.

Participate in established health screening protocols, as applicable.
Health Screening Questions

These questions may be asked of you:

1. Are you sick or do you feel ill?

2. Do you have a fever?

3. Have you experienced any new respiratory symptoms, such as a cough or shortness of breath, within the last 14 days?

4. Have you had close contact with anyone who has tested positive for COVID-19, or who has been tested and is waiting for results while they had symptoms or in the two weeks before they began showing symptoms?
Physical Distancing - *Do Your Part, Stay 6 Feet Apart*

- Avoid crowded places.
- Maintain a distance of **at least six feet** — two meters — from others (approximately two arm lengths).
- Stay outside or come back at a later time if a building is too crowded.
Physical Distancing

Stagger shifts and break times.

Avoid congregating during lunch — consume food items in a private office or outside, if possible.

Ensure adequate separation between workstations.

Use virtual meetings and phone calls whenever feasible.
Good Respiratory Hygiene

- Cover mouth and nose with tissues when coughing or sneezing or use the inside of elbow.
- Throw away used tissues in the trash. Do not leave on top of surfaces.
- Wash hands with soap and water or apply hand sanitizer.

Image: CDC
Good Hand Hygiene

Avoid touching eyes, nose and mouth with unwashed hands.

- If soap and water are not available, use a hand sanitizer that contains at least 60 percent alcohol. Cover all surfaces of hands and rub together until dry.
Clean Your Hands

• Wash your hands often with soap and water for at least 20 seconds. This is especially important after you have been in a public place, or after blowing your nose, coughing, or sneezing.

• Use a hand sanitizer if soap and water are not available. Cover all surfaces of your hands and rub them together until they feel dry.
Clean and Disinfect

Facilities Housekeeping continue to use approved chemical disinfectants to disinfect daily surfaces on campus including:

- classroom student and instructor desks
- Podiums
- conference room tables and armrests on chairs
- door handles
- elevator call buttons and elevator panels
- furniture in public spaces
- Bathroom surfaces and fixtures
- handrails for stairs
- Light switches
- braille signage
- drinking fountains
- etc.

Image: CDC
Clean and Disinfect

Departments and employees should take responsibility for disinfection efforts in their personal work spaces and common areas.

- Clean and disinfect frequently touched surfaces daily.

- Avoid using other employees’ work tools and equipment to include phones, desks and offices, when possible. If necessary, clean and disinfect them before and after use.
Cloth Face Coverings
Cloth Face Coverings

Cloth face coverings can help prevent **pre-symptomatic** and **asymptomatic** individuals from inadvertently spreading the virus to others.

Wear cloth face coverings in public when physical distancing is difficult to maintain.

Image: CDC

Environmental Health & Safety
Information About Cloth Face Coverings

Cloth face coverings should go over the mouth and nose.

Cloth face covers are meant to protect others in case you are infected.

“My mask protects you, your mask protects me.”
Cloth Face Coverings Should...

- Allow for breathing without restriction.
- Be able to be laundered and machine dried.
- Be secured with ties or ear loops.
- Fit snugly but comfortably against face.
- Include multiple layers of fabric.
Cloth Face Coverings

Students and employees will receive two face masks supplied by the University.

RUC students, faculty, and staff must adhere to any additional Carilion guidelines for face mask and coverings.

Students, faculty, and staff must adhere to any additional requirements at off-campus or clinical sites.
Cloth Face Coverings

Wearing a face covering does not replace the recommendation for physical distancing or other measures to prevent the spread of the virus that causes COVID-19.

The CDC recommends their use to decrease the spread of droplets containing the virus that may be generated when the wearer coughs, sneezes or talks.
Cloth Face Coverings

**Note:** Reusable cloth face coverings should not be worn when conducting work or research in a laboratory where direct handling of hazardous chemicals, biohazards, or radioactive materials may occur. Disposable face coverings should be worn in these types of settings.
Cleaning Instructions for Cloth Face Coverings

Cloth face coverings should be routinely washed in a washing machine.

Do not to touch eyes, nose, or mouth when removing cloth face coverings.

Wash hands with soap and water or apply hand sanitizer after removing cloth face covers.

Image: CDC
Cloth Face Coverings - Instructional Video

How to wear a cloth mask properly

Video:
Consumer Reports

Environmental Health & Safety

RADFORD UNIVERSITY
Reserving of PPE

N95 respirators and surgical masks must be reserved for healthcare workers, first responders and those performing higher risk tasks that require close contact with ill persons.

Any employee that needs consideration for PPE due to a medical accommodation should contact Human Resources.
Accommodations for N95 Use

Wearing an N95 respirator as a workplace accommodation requires contacting Human Resources. Those receiving accommodation approval will work with EHS to both receive an N95 and complete the N95 Voluntary Use form. The use of this N95 is solely for a workplace accommodation during the COVID-19 pandemic and is only to be used by employees in positions that are deemed to not have occupational exposure to respiratory hazards. The wearer of the N95 acknowledges that wearing it does not replace the need to adhere to other Radford University and CDC guidance to limit the spread of illness (physical distancing, proper hand hygiene, etc.).
A Note on N95 Respirators

N95 Respirators with Exhalation Valves are not permitted to be used as face coverings, because the exhalation valve allows unfiltered exhaled air to escape.
Cloth Face Coverings - FAQs

Does someone working in a personal office need a mask at all times?

Employees isolated in their personal office space, when unshared with any other colleagues, do not need to wear a mask. However, when the employee leaves their individual office or has invited a colleague into their office, they should wear a mask.
Cloth Face Coverings - FAQs

Is there a recommended type of homemade or purchased mask that can be used on campus?

Those utilizing their own homemade masks should follow guidance issued by the CDC in constructing their mask or face covering. Homemade and purchased masks should not contain any derogatory, offensive and/or lewd messages either in words or pictures.
Cloth Face Coverings - FAQs

Will the masking requirements be enforced?

The University’s face covering requirement will be enforced by the local health district and will be monitored by the appropriate University division, department and/or office. Individuals are asked to exercise social responsibility, as well as kindness, with respect to the face covering requirement. If you encounter students, faculty, and staff who are not wearing face coverings, be mindful that there could be clear and compelling reasons.

Image: VDH
Donning and Doffing of PPE
Donning and Doffing of PPE

**Donning** and **doffing** is the practice of putting on and removing personal protective equipment.

**Donning** refers to putting on personal protective equipment.

**Doffing** refers to removing personal protective equipment.
Donning a Surgical Mask

1. Wash hands with soap and water or apply hand sanitizer before donning a mask.

2. Place mask on face with ear loops over ears.

3. The mask should cover your nose and mouth with no gaps between the mask and your face.

4. Wash hands with soap and water or apply hand sanitizer.

5. Avoid touching the mask while wearing it.
Doffing a Surgical Mask

1. Wash hands with soap and water or apply hand sanitizer.
2. Use the ear loops to remove the mask, avoiding touching the front of the mask or your face.
3. If the mask is in good condition and not soiled, you may reuse it.
4. Carefully place the mask into either a clean brown bag or open Ziploc bag, labeled with the user’s name. Avoid compressing the mask. Do not seal the bag.
5. Wash hands with soap and water or apply hand sanitizer.

Note: If the mask was worn during an encounter with another person who displayed signs of illness, discard of the mask in the trash.
Reusing a Surgical Mask

If using a surgical mask and following physical distancing practices, the likelihood of the mask being contaminated is very low.

1. Wash hands with soap and water or apply hand sanitizer.
2. Remove mask by holding the ear loops.
3. After removing facemask, visually inspect for contamination, distortion in shape or form. Discard in trash if soiled, torn, or saturated.
4. Carefully store in an unsealed bag labeled with your name on it.
5. Wash hands with soap and water or apply hand sanitizer.

Environmental Health & Safety
Procedures for Donning Safety Glasses

1. Wash hands with soap and water or apply hand sanitizer before donning safety glasses.
2. Remove the safety glasses from package or storage container.
3. Place safety glasses directly on your face. Do not set the safety glasses on surfaces.
Procedures for Doffing Safety Glasses

1. Wash hands with soap and water or apply hand sanitizer. If wearing gloves, remove gloves before removing safety glasses.

2. Remove safety glasses. Avoid touching your eyes and face.

3. Clean safety glasses with soap and water solution. Let dry before storing them.

4. Place safety glasses in clean plastic container or Ziploc bag for reuse.

Environmental Health & Safety
Procedures for Donning Gloves

1. Wash hands with soap and water or apply hand sanitizer before donning gloves.

2. Select properly sized gloves.

3. Don one glove per hand.

4. Inspect gloves for any tears or holes and replace gloves if defects are detected.
Procedures for Doffing Gloves

1. Grasp the outside edge near your wrist.
2. Peel away from your hand, turning the glove inside-out.
3. Hold in opposite gloved hand.
4. Slide ungloved finger under the wrist of the remaining glove.
5. Peel off from inside, creating a bag for both gloves.
6. Discard gloves in the garbage.
Slow the Spread.
DO THE FIVE.

Environmental Health & Safety
RADFORD UNIVERSITY
The safety and well-being of the Radford University campus community is our top priority. Thank you for doing your part to help slow the spread of COVID-19 and keeping our families, friends and loved ones safe.
Questions
Office of
Environmental Health
and Safety (EHS)
ehs@radford.edu
540-831-7790