# COVID-19

Overview and Preparedness

# Disclaimer

- The content of the course is meant to provide only awareness level, educational information.
- The course is not intended to provide specific solutions to dealing with COVID-19 for any specific individual, workplace, or situation.
- This course is not meant to serve as the only source of information for COVID-19.
- It is the responsibility of the employer to review applicable guidances and regulations, such as from the CDC or OSHA, to determine the best courses of action for managing and protecting against COVID-19 and infectious diseases.

# Module 1: Overview of COVID-19

# What is COVID-19?

- COVID-19 is the infectious illness caused by the novel coronavirus.
  - The names Coronavirus and COVID-19 are often used interchangeably by the general public.
- Although coronaviruses are generally known and studied, the novel coronavirus is a new strain not previously encountered.
  - This strain has spread worldwide
- The symptoms a person may get can range from very mild (or non-existent) to severe.
  - In the worst cases, the symptoms can be life threatening.

## How does it spread?

- COVID-19 is primarily spread from person to person contact.
  - In particular, coming within about 6 feet of other people who have COVID-19 greatly increases the risk of catching the illness.
- The virus is spread through fine droplets of water that people breath out. If you are close enough to get them in your system, you might catch the illness.
- Additionally, the illness can last on surfaces for a significant amount of time. If you touch contaminated items, and then touch your face, you can catch the illness.
  - You might be surprised how often you touch your face with your hands.

# Who is at risk?

- Anyone can contract this illness.
- Not everyone will get the more severe symptoms.
  - Even if someone is without symptoms, they can still transmit it to others.
  - This means that you may seem fine but can still make someone at risk for the worse symptoms sick.
- Those at risk of the worse symptoms are as follows:
  - The elderly are at greater risk for worse symptoms.
  - Anyone of any age is at risk for the worse symptoms if ~~that~~ they have underlying, serious health issues.
- Those who work in professions, such as essential businesses, that have greater contact with the general public are at greater risk of contraction
  - Healthcare workers are at the highest level of risk due to working closely with people known or suspected to have COVID-19.

# Symptoms

- Symptoms can appear anywhere from 2 to 14 days from the time someone contracts COVID-19.
  - Keep in mind that specific individuals may not see any symptoms.
- The specific symptoms include:
  - Coughing
  - Fever
  - Shortness of breath
  - Chills
  - Muscle pain
  - Sore Throat

# Symptoms Warning

- COVID-19 started and coincides with cold, flu and allergy season.
- Some of the symptoms that can be experience are shared by these other common conditions and illnesses.
- Additionally, while there are other more common symptoms for COVID-19, there are other less common ones such as:
  - Nausea, vomiting, diarrhea and gastrointestinal distress.
- If you experience symptoms that are common to COVID-19, but also may be from another source, it is recommended to consult a medical professional.

# Prevention

- Practice social distancing.
  - Keep at least 6 feet of distance between you and other people.
  - Stay at home as much as you can.
    - Use delivery and online services to help facilitate this.
- Wash your hands frequently. Use hand sanitizer when you can’t wash.
  - Hands should be washed for at least 20 seconds.
  - Hand sanitizer needs to be at least 60% alcohol to be effective.
- Avoid touching your face with unwashed or sanitized hands.
- Clean and disinfect frequently touched surfaces.
- Wear a mask when possible. This can help prevent you from spreading the illness if sick.

# Recommended actions if you are sick

- Stay home if you are sick except to get medical care.
  - Use delivery services to obtain essentials where possible.
- Avoid using public transportation where possible.
- Separate yourself from other people except as needed medically.
- Monitor your symptoms. Medical attention may be needed if they worsen.
- Seek medical attention if needed
  - Call ahead and make sure the medical providers know of your symptoms. Let them know if you suspect COVID-19.
  - Testing should be conducted.
- Follow any employer requirements for reporting if you develop symptoms.

# Types of Tests

- The two existing types of testing are:
  - Viral Test
  - Antibody Test
- The viral test detects if you currently are infected with COVID-19.
  - There are numerous tests, some performed onsite and others in a lab, that take a short time to run. Due to this, results can range from a few minutes to a few days.
- The antibody test shows previous infection.
  - If there are COVID-19 antibodies, this shows that your body encountered it, and eventually fought it off.
  - It now has antibodies against the strain that of coronavirus that was encountered.
    - It is not yet known if the antibodies represent an immunity to the illness in general or to the specific strain.
  - This test cannot show a current infection.
  - Testing will often involve blood drawing, and this test can take a few days after a lab gets it to see if there are antibodies to COVID-19.

# Who needs testing?

- Many who contract the illness will have mild symptoms. As such, they will not need medical attention or viral testing.
  - Those that wish to receive testing should speak with their healthcare provider.
- There is a priority list for those who need to be tested.
  - A high priority is assigned for people who are hospitalized, healthcare workers and those who live in congregate living conditions (nursing homes, prisons, shelters, etc.).
  - Priority is assigned to people with symptoms that could be caused by COVID-19 and to those as determined by health departments or clinicians.

# Module 1: Knowledge Question 1

- What is COVID-19?
  - It is an illness caused by a strain of influenza (flu).
  - It is a mutation of the disease known as the “common cold”.
  - It is an illness caused by a novel (new) coronavirus.
  - It is an illness that is caused by mutation of blood diseases.

# Module 1: Knowledge Question 2

- COVID-19 is mainly contracted by coming in close contact (less than 6 feet) with infected people.
  - True
  - False

# Module 1: Knowledge Check Question 3

- What are three common symptoms of COVID-19? (Select All that Apply)
  - Coughing
  - Fever
  - Shortness of breath
  - Blurry vision
  - Skin rashes

# Module 1: Knowledge Question 4

- Name one thing you should do if you find you have symptoms that may be related to COVID-19.
  - Stay home as much as possible and monitor the symptoms.
  - Most people don't get symptoms or else they are very mild. I don't need to worry.
  - Treat this as an immediate medical emergency and go to the doctor right away.

# Module 1: Knowledge Question 5

- It usually takes more than a week from the time tested to find out if someone is positive for COVID-19.
  - True
  - False

# Module 1: Knowledge Question 6

- Whether I am sick or not, it is important that I take precautions to protect myself and others.
  - True
  - False

# Module 1: Knowledge Question 7

- Select the type of worker most likely to be at high risk for catching COVID-19.
  - Healthcare workers (doctors, nurses, paramedics)
  - Workers in a mostly automated manufacturing facility.
  - Miners
  - Non-contact delivery drivers.

# Module 2: General Safe Practices

# Illness Prevention Methods

- There are many ways to keep yourself safe from catching COVID-19. We will get a chance to discuss a few in this module:
  - Social distancing
  - Contain your spread
    - Covering your coughs and sneezes with the inside of your elbow, shirt, tissues and similar
    - Wear a face mask (non-respiratory type) to contain your breathing and speaking water droplets.
  - Hand washing and hand sanitization
  - Don’t touch your face with unwashed hands.

# Social Distancing

- Social Distancing is a method that minimizes close contact between others who may be potentially infected. Methods include:
  - Staying at home where feasible
  - If you must go out, maintain at least 6 feet from other people.
  - Using online services where available and possible
    - Online vs. in person banking for example
  - Using delivery services to conduct non-contact delivery of food and other essentials.
    - Postmates, Doordash and Instacart are some examples.

# The Details of Social Distancing Protection

- The main premise of social distancing is to greatly reduce the amount of exposure to the coronavirus and its means of infecting people.
- Staying at home limits your ability to take in the virus in the various droplets and fluids that can be released from others.
  - Coughing, breathing, speaking and sneezing can (and usually do) contain such fluids.
  - Getting too close means you might take contaminated fluids and droplets in.
- There is no contact at all with online services, and thus no potential for getting sick.
- Delivery services also minimize exposure as shown above, but remember to wash your hands before touching food or other items. Surfaces can still carry the virus.

# Contain your spray

- Your “spray” is describing the various droplets and fluids that you may give off when you are doing normal bodily functions.
- If you have paid attention to a sneeze, you often see and feel the spray of fluids that comes out. That fluid can contain viruses and other germs.
- Non-respiratory mask can help keep minimize the amount of spray fluids that can get into the air. The mask acts as a partial barrier, allowing air through, but not as much of the fluids.
- You can also use your shirt, tissues or the inside of your elbow to keep as much of the spray out of the air and away from others.

# General Hygiene

- It isn't likely that you can 100% prevent contact with the coronavirus anymore than you can 100% prevent contact with other germs.
- Because you may still come into contact with the virus, as well as other germs, hand washing is essential.
- You use your hands in so many things, and you might find that you put your hands ~~in~~ on your face very often.
  - Have an itch on your ear? Your fingers scratch it.
  - When you open a door, that others may use, what do you use? Your hands.
  - What are you using to navigate this course? Probably your hands again.
- There is a very high cross contamination potential with your hands.

# Hand Washing

- You may wonder why hand washing is effective. You may even wonder if it is indeed affective.
- Hand washing first and foremost helps remove particles on you that may contain the disease or other germs.
- Secondly, it actually is able to remove the germs themselves, directly.
  - Anti-bacterial soap may be helpful overall, but remember that coronavirus is a virus. Anti-bacterial agents don't work on viruses.
- The use of soap and water is essential. Soap is able to bind both to chemically non-polar (think oily things) materials and polar materials (think water or things that dissolve in water).
- For hand washing to be effective, wash your hands for about 20 seconds. Be sure to scrub vigorously to clean all of your hand's surfaces.

# Hand Sanitizers

- While the preferred method of hygiene is though hand washing, soap and water may not always be readily available.
- Hand sanitizers may be used when needed.
- To be effective, any hand sanitizer needs to have at least 60% alcohol.
  - You can usually find this on the back label of the sanitizer, where its ingredients are listed.
  - Ethanol, Ethyl Alcohol, or Isopropanol are what you should expect to see as the active ingredient.
- Hand sanitizer should have enough of it used to cover all hand surfaces. It should be allowed to dry, which should take around 20 seconds.
- Hand sanitizer does not remove germs or other materials that may be on the hands. It instead kills certain germs on the hands.
  - It is considered less effective than hand washing with soap and water mainly because soap and water hand washing removes chemicals, various debris, and germs.

# General Work Environment Changes

- Despite the COVID-19 threat, there still is a need for essential services provided by businesses. As such, these business will need to adapt in order to prevent the spread of COVID-19 in the workplace.
- Ways this can be accomplished include:
  - Set up work stations at least 6 feet apart where feasible.
  - Wear face masks
  - Check employee temperatures, as well as symptoms, prior to allowing them to perform work each day.
    - Send them home if they are ill.
  - Stagger shifts where possible
  - Clean and sanitize areas that come in frequent contact by multiple employees.

# Module 2: Knowledge Question 1

- Select three ways that you can practice social distancing. (select all that apply)
  - Staying at home as much as you can
  - Physically going to the grocery store
  - Maintain a distance of 6 feet or more away from other people if you do have to go somewhere.
  - Using online or delivery services
  - Gathering in groups of less than 11 people.

# Module 2: Knowledge Question 2

- How much alcohol, at a minimum, should be in a hand sanitizer for it to be effective?
  - 60%
  - 90%
  - 20%
  - 35%

# Module 3: Knowledge Question 3

- Hand sanitizer is just as effective as proper hand washing with soap.
  - True
  - False

# Module 2: Knowledge Question 4

- You can contain your spray by… (select all that apply).
  - Wearing a cloth or surgical type mask
  - Coughing or sneezing openly, but greater than 6 feet away from other people.
  - Coughing or sneezing into your shirt or the inner part of your elbow.
  - Holding back your sneeze or cough so you can be closer to people when talking with them.

# Module 2: Knowledge Question 5

- Select the two primary ways that you can contract COVID-19. (select all that apply)
  - Touching a surface contaminated with COVID-19, and then touching your face with unwashed (or un-sanitized) hands.
  - Inhaling the contaminated airborne secretions of people with COVID-19.
  - Going outside at any time. The virus is airborne and in high concentrations.
  - Catching the disease on disinfected surfaces. The virus is powerful.
  - Getting a person's blood on me. This is a blood borne pathogen.

# Module 3: Occupational Considerations

# Specific Occupational Considerations

- While the general safety practices given for individuals still apply overall, there are some specific additional considerations that businesses need to consider.
- As is the case with anything business related, a plan is needed.
- That plan should look at:
  - COVID-19 management program/plan scope
  - Business unit responsibilities
  - Risk level determinations
  - Identification and isolation of potential COVID-19 cases
  - Environmental clean up and decontamination
  - Potential occupational sources of exposure to COVID-19

# Management Plan Scope

- The general scope of the plan is to successfully prevent, monitor, and respond to the potential for infection to COVID-19 as it relates to the employer's workplace.
- It is recommended that the plan include any communicable diseases in its scope.
- It addresses the unique environment of its workplace, using regulatory and CDC guidance in forming a plan of action.

# Business Unit Responsibilities

- Someone at the business unit, which can be a facility, office, hub and the similar must be appointed as a program administrator for the plan to deal with COVID-19 in the workplace.
- The program administrator is the primary person responsible for carrying out the plan, as sanctioned by senior management.
  - Assigning responsibility and accountability is important as it is easy to think someone else will do something. This often results in nothing actually being accomplished.
- The program administrator needs to have the authority to enact the requirements of any plan that is developed.

# Risk Levels

- Risk is determined by exposure. The Occupational Safety and Health Administration gives guidance on those risk levels.
- There are four levels given, and they are as follows:
  - Lower Exposure Risk
  - Medium Exposure Risk
  - High Exposure Risk
  - Very High Exposure Risk

# Lower Exposure Risk

- You are likely to fit into this category if your position or business unit has no contact with, or has minimal contact with, the general public.
- Examples include:
  - Workers that work from home, whether due to the pandemic or as a normal part of their job.
  - Office workers with little to no contact with customers, vendors, etc.
  - Industrial facility workers who do not have frequent close contact with other coworkers, customers or the general public.
  - Telemedicine only medical workers
  - Long-distance truck drivers.

# Medium Exposure Risk

- This risk covers workers who do have frequent close contact with others who might have COVID-19, but who are not known or suspected to have it.
- Examples include:
  - Those who have contact with the general public
  - Those who have frequent contact with travelers returning from international locations known to have large COVID-19 transmissions.

# High Exposure Risk

- Jobs in this category have high, exposure to known or suspected sources of COVID-19.
- Examples include:
  - Medical delivery and support staff
  - Medical transport workers, such as ambulance drivers.
  - Mortuary workers preparing bodies for burial.

# Very High Exposure Risk

- Jobs in this risk category have frequent close contact with those known or suspected of having COVID-19. They often are giving direct care, treatment, performing laboratory procedures, or other services to those potentially infected with the illness.
- Examples include:
  - Medical workers such as doctors, nurses, dentists, and paramedics
  - Medical laboratory personnel
  - Morgue workers performing autopsies

# Occupational Sources of COVID-19

- Many workplaces will not have, or have very few sources of, potential COVID-19 cases.
- In many cases, an employee will become ill outside of the workplace, and then develop symptoms at work.
  - If the individual's case is promptly identified and isolated, the risk is minimal.
  - If the individual continues working around other employees, is later confirmed to have COVID-19, and then infects others, occupational exposure and recordable illness is more likely.
  - Employees involved in the environmental clean-up and decontamination of an area with suspected or known COVID-19 exposure, who then contract it, is another example of an occupational exposure.
- In the case of healthcare related workers, their jobs have some level of close contact with people known or suspected to have COVID-19.
  - Their work is to treat and care for such people, or they support this function.

# OSHA Recordable Illness Cases

- If a case is found to be work related, such as from allowing a worker infected outside of work to infect workers, it may become an OSHA recordable case.
- To determine if a case is recordable, OSHA has given the following guidance:
  - The worker illness case is confirmed as COVID-19.
  - The case is work related as detailed in 29 CFR 1904.5
  - The case involves one or more of the general recording criteria (29 CFR 1904.7).
    - Medical attention beyond first aid
    - Prescription of job restrictions
    - Prescription of time off from work

# Identify Potential Cases

- The potential sources of COVID-19 are going to vary depending on the specific functions of the business.
- In order to identify potential cases, a plan must be in place to control the allowance of those who are showing illness symptoms from working in areas where they could spread their potential illness.
  - Looking for the common symptoms is a great place to start.
  - Those with the common symptoms (fever, cough, shortness of breath) should be advised to not come to work until cleared for COVID and per CDC recommendations.
  - Those who develop the symptoms will need to be isolated from those working in other areas. They then should promptly leave the worksite.

# Isolation and Medical Aid

- It is crucial to isolate those who may have COVID-19 symptoms quickly to minimize spread.
  - Offering them a face mask can help contain potentially infectious secretions from their nose and mouth.
- If there symptoms are milder, they can stay home and seek medical attention on their own if needed.
  - Generally, if confirmed to have COVID-19, they will need to stay at home or away from work a minimum of 14 days.
- If their symptoms are more severe, immediate medical aid may be warranted.
- Have designated areas planned in advanced for isolating potential COVID-19 cases.

# Routine Environmental Clean-Up and Decontamination

- During the normal course of work, people touch things a lot.
- Even without the potential for COVID-19, people have potentially infectious secretions.
- Areas such as kitchens, bathrooms, door handles, and similar should be cleaned at regular intervals.
- In addition to cleaning, EPA registered disinfectants should be used to kill germs on these shared surfaces.
- Having hand sanitizer readily available can help keep the surfaces from becoming contaminated.

# Environmental Clean-Up of Suspected COVID-19 Exposure

- In the case of suspected or known COVID-19 exposure, clean-up and decontamination require additional steps.
- The business unit needs to decide if this type of clean-up will be performed by its own employees or by an outside contractor.
  - If employees, they will need additional training, PPE and equipment per applicable OSHA standards.
  - Any contractors used should show that they will perform clean-up in line with CDC recommendations.

# Clean-Up and Decontamination Plan

- Where possible, allow 24 hours to pass to allow any airborne droplets and secretions to settle.
- Employees should be given the following PPE:
  - Face Shield
  - Safety glasses
  - Respirator (must meet OSHA respiratory standard requirements)
  - Gown or coveralls
  - Nitrile or similar gloves
- Employees should be given cleaners that will not allow secretions to become airborne again. They should also be given EPA registered disinfectants.
  - Before use, employees will need to be provided with the safety data sheets of the cleaners and disinfectants.
- Biohazard bags are recommended to keep the contaminated waste separate from other wastes.

# Module 3: Knowledge Question 1

- Outside of healthcare, it is not possible to have a work related case of COVID-19.
  - True
  - False

# Module 3: Knowledge Question 2

- Who is the program or plan administrator?
  - Someone chosen by senior management (usually the business unit manager) to implement that COVID-19 management program/plan for a location.
  - The CEO of the company is appointed by the board of directors to directly manage the COVID-19 management plan.
  - The Corporate EHS department has the responsibility of managing COVID-19 for every location.

# Module 3: Knowledge Question 3

- What should be done if an employee shows symptoms that could be caused by COVID-19 when coming to work, and they appear mild?
  - The employee should be isolated from other employees, given a mask if they can wear one, and then sent home.
  - The symptoms of COVID-19 are shared by other illnesses. Some are not particularly dangerous, so I shouldn't worry about it and just give them a mask.
  - I should consider it a medical emergency and call 911. The employee should be isolated, given a mask, and monitored until an ambulance can arrive.

# Module 3: Knowledge Question 4

- An occupational case of COVID-19 could come from allowing a worker suspected to have COVID-19 to work closely with other workers.
  - True
  - False

# Module 3: Knowledge Question 5

- If using employees to clean and decontaminate an area suspected of being contaminated with COVID-19, what things are needed? (Select all that apply)
  - Employee Training
  - Employee PPE
  - EPA Registered Disinfectant
  - Pressure Washer
  - Cleaning agents
  - Steam cleaner

# Module 3: Knowledge Question 6

- COVID-19 can’t live on surfaces for any real length of time. I don’t have to worry about excessive cleaning.
  - True
  - False

# Module 3: Knowledge Question 7

- If my position has no contact with the general public, and I don't work closely with other workers, which risk category am I in?
  - Low Exposure
  - Medium Exposure
  - High Exposure
  - Very High Exposure

# Module 4: Personal Protective Equipment

# What is Personal Protective Equipment?

- Personal Protective Equipment (PPE) are the various forms of equipment designed to protect people from hazards such as injury or infection.
- They work by providing a barrier between the person and the potential hazard, thus preventing injury or infection.
- Given the very high exposure risk, PPE is most likely to be worn by healthcare workers. However, some other industries may also need to use it for COVID-19, such as in performing clean-up and decontamination work.

# Types of PPE

- There are many types of P
  depend on the type of wo
- Examples include:
  - Safety glasses
  - Face shields
  - Gowns and coveralls
  - Gloves
  - Respirators
  - Face masks (these are mor

Royalty-free stock vector ID: 1721226106

**PPE personal protective equipment for airborne contaminants.Complete Protection Kit Full Body Medical Coverall Suit, facial shield, respirator mask N95 ffp3, gloves, shoe covers, plastic googles.**

Z By Zubada

# Face Mas

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# Types of Masks

- Home-made masks
  - They can be made from bandanas and coffee filters.
  - They require routine washing
  - They are recommended for anyone going out in public, such as shopping for groceries
- Disposable surgical m
  - These are used by me
  - They help keep their

# Types of Respirators

- N95 (filtering facepiece)
  - Protects against particles
    - Some may have an additional nuisance vapor filter, such as for nuisance organic vapors/odors
  - If worn correctly, it can protect wearers against COVID-19 by filtering 95% of the airborne particles.
  - This is good for many people working in healthcare with frequent close contact with people known or suspected to have COVID-19.
- P100/gas half mask
  - This can protect against gases, vapors, and particles
  - It typically has a higher level of particle filtering than an N95.
  - This is good for manual laborers who may be exposed to harmful materials.
- Full-Face respirator
  - These can be powered or unpowered.
  - Protects from gases, vapors, and particles when properly equipped.
  - They can have more room, allowing those with some facial hair a better fit.
  - The powered versions may offer easier breathing for those with respiratory issues.

# Properly U

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  - Discard that g our remaining glove withou
  - Slowly roll th he outside of the glove.
  - Discard that g Sanitize them if you can't was

# Properly U ks

- If face masks a natic.
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- Don’t re-use d
- Don’t put on c sanitized your hands.
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# Properly Using Equipment: Respirators

- Respirators should be obtained by those who need protection from infection or other contaminants as part of their jobs.
- In general, most individuals will not need them.
- When used occupationally, OSHA has requirements before someone can use them.
- If they are being required for use, such as to perform environmental clean-up and decontamination, they following are needed
  - A medical evaluation
  - A qualitative or quantitative fit test for tight fitting negative pressure air purifying respirators.
  - Loose fitting positive pressure respirators do not require a fit test.
  - Respirator users must clean and disinfect their respirators.

# Module 4: Knowledge Question 1

- Face masks and respirators are the same.
  - True
  - False

# Module 4: Knowledge Question 2

- Who might need a respirator? (Select all that apply)
  - Anyone going outside
  - Healthcare workers
  - People cleaning up an area potentially contaminated with COVID-19
  - People with exposure to chemicals, dust, or other contaminants as part of their jobs.

# Module 4: Knowledge Question 3

- Which is an example of a face mask?
  - Surgical
  - N95
  - Half-Face
  - Full-Face

# Module 4: Knowledge Question 4

- PPE stands for…
  - Personal Protective Equipment
  - Personal Pilot Exam
  - Performing Personal Engine

# Module 4: Knowledge Question 5

- I don’t need to wash my hands before putting on gloves.
  - True
  - False

# Conclusions

Summary and Course Test

# Summary

- There are many things to consider, both at the occupational and individual levels.
- Key take-aways are:
  - Social distancing, such as staying home and keeping more than 6 feet away from others helps reduce your risk of exposure to COVID-19.
  - Keep your germs to yourself. Masks can be a great way to do this.
  - Face mask and respirators are not the same and do not protect in the same ways.
  - The specifics of your work will determine what risk exposure category you are likely in and what actions need to be taken.
  - Frequently washing your hands with soap and water can greatly help in protecting you from COVID-19.
  - If you have COVID-19 like symptoms, let your employer know and stay home if you can. Contact your medical provider to let them know your situation and get advice from them on how to proceed.

# Test

- Good job on making it through the course.
- When you are ready, click the next button to take the test.