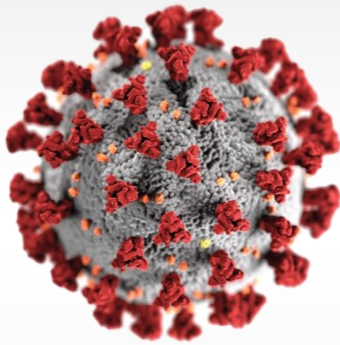


Irvine Unified School District

Employee Injury and Illness Prevention Program



Coronavirus Disease 2019 COVID-19

This IIPP COVID-19 Addendum replaces and supersedes the previously published document dated February 1, 2023

REVISION #8: March 22, 2023

Irvine Unified School District | 5050 Barranca Parkway | Irvine, California 92604



What is Coronavirus Disease 2019 (COVID-19)

On February 11, 2020 the World Health Organization announced an official name for the disease that was causing the 2019 novel coronavirus outbreak, first identified in Wuhan China. The name of this disease is coronavirus disease 2019, abbreviated as COVID-19.

There are many types of human coronaviruses including some that commonly cause mild upper-respiratory tract illnesses. COVID-19 was a new disease, caused by a novel (or new) coronavirus that was not previously been seen in humans. The name of this disease was selected following the World Health Organization's (WHO) best practice for naming of new human infectious diseases.

Injury and Illness Prevention Program (IIPP)

California employers are required to establish and implement an Injury and Illness Prevention Program (IIPP) to protect employees from workplace hazards, including infectious diseases. Employers are required to determine if COVID-19 infection is a hazard in their workplace. If it is a workplace hazard, then employers must implement infection control measures, including applicable and relevant recommendations from the California Department of Public Health and the California Occupational Safety and Health Standards Board. For most California workplaces, adopting changes to their IIPP is mandatory since COVID-19 is widespread in the community.

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**Irvine Unified School District
Coronavirus Disease 2019 (COVID-19)
Injury and Illness Prevention Program - Addendum**

Introduction

The Irvine Unified School District (District), through its administration and management, is committed to the safety and health of all employees, including volunteers, and recognizes the need to comply with regulations governing injury and accident prevention and employee safety. By making safety a high priority for every employee, the District can reduce injuries and illness, increase productivity and promote a safer and healthier work environment.

This addendum to the District’s Injury and Illness Prevention Program is a framework applicable during the California Occupational Safety and Health Standards Board’s non-emergency temporary standards. The protocols that are outlined in this document are a phased approach and will be modified based on the ongoing and updated guidance from the California Department of Public Health, the California Occupational Safety and Health Standards Board, Orange County Health Care Agency, and District operations.

The addendum is not applicable to non-volunteer parents, students, and third-parties that may enter or conduct business at Irvine Unified School District facilities.

The Irvine Unified School District hereby assigns responsibility for implementing and maintaining the Injury and Illness Prevention Program addendum (COVID-19) to **Stephen Bucheli Bayne, Ed.D., Director, Risk Management, Insurance, and Safety.**

Essential Infection Prevention Measures – General Statement

1. The District supports the use of video and/or telephonic meetings, when appropriate.
2. The District supports the distribution of posters (11”x 17”) to each school and work location to be displayed in common areas that provide current COVID-19 mitigation guidelines.

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Essential Infection Prevention Measures – District Strategies

The District, to the extent possible, will implement the following guidelines to mitigate employee exposure to the coronavirus disease (COVID-19) in the workplace.

1. Employees should report, without fear of reprisal, COVID-19 symptoms, possible close contacts, and possible COVID-19 hazards in the workplace.
2. Ensure that employees who test positive for COVID-19 are excluded from the workplace until the current California Department of Public Health's return to work requirements have been satisfied.
3. If identified at work and upon notification to a supervisor or administrator that an employee is showing symptoms related to COVID-19, send employee home or to medical care, as needed.
4. Face coverings are no longer required unless otherwise mandated by the California Occupational Safety and Health non-emergency temporary standards and/or the California Department of Public Health directives. Employees may choose to wear face coverings unless it would create a safety hazard, such as interfering with the safe operation of equipment.
5. To the extent supplies are in stock and readily available for distribution, the District will provide for voluntary use to any employee a face covering at no cost, regardless of vaccination status, without fear of retaliation.
6. For indoor locations, evaluate how to maximize ventilation with outdoor air and consider the use of portable High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems.

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Essential Infection Prevention Measures – Employee Responsibility

District employees have a collective responsibility to ensure the protection of all people in the workplace by staying abreast of current public health guidelines to mitigate exposure to the coronavirus disease (COVID-19).

1. Employees should stay home if they experience COVID-19 symptoms, follow the California Department of Public Health guidelines, and contact their administrator or supervisor.
2. The period of time before an employee can return to work after a COVID-19 illness shall be consistent with current California Department of Public Health guidelines.
3. Employees who return to work following an illness should promptly report any recurrence of symptoms to their immediate supervisor.
4. Employees should wash hands with soap and water for at least 20 seconds and/or use hand sanitizer after interacting with other persons and after contacting shared surfaces or objects. Employees should notify their administrator or supervisor if any washing facilities do not have an adequate supply of suitable cleansing agents, water and single-use towels or blowers.
5. No employee shall bring cleaning products and/or disinfectants into the workplace that have not been approved by the District's Administrator of Operations.

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Personal Protective Equipment (PPE)

While engineering and administrative controls are considered more effective in minimizing exposure to COVID-19, PPE may also be needed to prevent certain exposures. While correctly using PPE can help prevent some exposures, it should not take the place of other prevention strategies. Examples of PPE include: gloves, goggles, face shields, face masks, and respiratory protection, when appropriate. During an outbreak of an infectious disease, such as COVID-19, recommendations for PPE specific to occupations or job tasks may change depending on the updated risk assessments for workers, and information on PPE effectiveness in preventing the spread of COVID-19.

Identification and Regular Cleaning of Frequently Touched Areas

The District recognizes that high traffic – high touch common areas in the workplace need, to the extent possible, cleaning to limit the spread of the COVID-19 virus.

The District will assign personnel and establish routine schedules to clean common surfaces and objects in the workplace. This includes, but is not limited to, classroom technology devices, containers, counters, tables, desks, chairs, benches, door handles, knobs, drinking fountains, refrigerators, vending machines, portable restroom and bathroom surfaces, and trash cans.⁵

The process of disinfecting (if required) includes providing disinfecting products, that are EPA approved for use against the virus that causes COVID-19 and following the manufacturer's instructions for all cleaning and disinfection products (e.g., safety requirements, PPE, concentration, contact time).

Investigating and Responding to COVID-19 Cases in the Workplace

District Response - Confirmed or Suspected COVID-19 Case

The District will consult with the California Department of Public Health, the California Occupational Safety and Health Standards Board, and the Orange County Health Care Agency to ensure mitigation practices and response protocols are aligned with current expectations.

The District developed a protocol for investigating and responding to COVID-19 cases that involve employees in the workplace. This protocol provides a comprehensive guide and investigative steps to ensure that appropriate measures are in place to mitigate further spread of the COVID-19 virus.

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Confirmed COVID-19 Case

If an employee is confirmed by medical verification to have the COVID-19 infection, the District will inform coworkers, in a form readily understandable, that they may have been exposed to COVID-19 at the worksite.

The District shall exclude COVID-19 cases from the workplace until the employee is no longer an infection risk. The District and employee shall follow the current return to work guidelines published by the California Department of Public Health.

Suspected COVID-19 Exposure

Employees, regardless of vaccination status, who are in close contact (exposed) to someone with COVID-19 no longer need to quarantine as long as the employee remains asymptomatic. Employees who are exposed to COVID-19 should wear a well-fitted mask around others for 10 days and follow the California Department of Public Health and the California Occupational Safety and Health non-emergency temporary standards guidelines for testing and monitoring.

Employees who become symptomatic after exposure to a COVID-19 positive case at the workplace shall follow current guidance from the California Department of Public Health.

Close contact is now defined by looking at the size of the workplace in which the exposure takes place. For indoor airspaces of 400,000 or fewer cubic feet, close contact is now defined as sharing the same indoor airspace with a COVID-19 case for a cumulative total of 15 minutes or more over a 24-hour period during the COVID-19 case's infectious period. For indoor airspaces of greater than 400,000 cubic feet, close contact is defined as being within six feet of a COVID-19 case for a cumulative total of 15 minutes or more over a 24-hour period during the COVID-19 case's infectious period.

COVID-19 Employee Testing

The District offers, at no cost, COVID-19 antigen testing for employees in the workplace. The District may also send employees, as necessary, to a designated COVID-19 testing medical facility.

Offsite Testing Facility (Pre-Authorization Required)

Sand Canyon Urgent Care Medical Center (SCUCMC)
15775 Laguna Canyon Road, Suite 100
Irvine, CA 92618

Communication

Communication between employees and the Irvine Unified School District on matters relating to COVID-19 mitigation and response is an important aspect to ensure employee safety while in the workplace. Therefore, the District has a communication system through the Director of Risk Management, Insurance and Safety that is intended to accomplish clear and concise exchange of information by providing a single point of contact for administrators and supervisors.

1. All District employees are encouraged to report to their immediate administrator or supervisor concerns regarding COVID-19 mitigation practices or possible COVID-19 exposure in the workplace.
2. Administrators and supervisors who, after assessing the report, determine that additional guidance or assistance is required shall contact the Director of Risk Management, Insurance, and Safety who will triage the report and notify essential District personnel for an appropriate response.

Director of Risk Management, Insurance, and Safety (949) 936-5021 - Direct Office Number

The District will review applicable orders and guidance from the State of California and public health care agencies related to COVID-19 hazards and prevention.

Employee Training

The District will provide training in the general description of COVID-19, symptoms, when to seek medical attention, leave entitlement benefits, testing, how to prevent its spread, and the employer's procedures for preventing its spread at the workplace. The training may consist of reviewing written documentation, online video trainings and/or acknowledge receipt of the District's COVID-19 Injury and Illness Prevention Program addendum.

Reporting, Recordkeeping, and Access

1. Report information about COVID-19 cases to the Orange County Health Care Agency (OCHCA) whenever required by law, and provide any related information requested by OCHCA.
2. Report immediately to Cal/OSHA any COVID-19 related serious illnesses or death that occurred during employment or in connection with employment. Keep record of and track all COVID-19 cases.
3. Make the COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.

