

# The Occupational Programs Weekly Wrap Up

UVA Facilities Management

12.11.2020

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## FM MANAGERS & SUPERVISORS:

### SUPPORT YOUR EMPLOYEES & ENFORCE COVID-19 GUIDELINES!

Managers and supervisors must support and protect employees in their groups by reporting COVID-19 cases or suspected COVID-19 cases (symptomatic or exposure) using the [online reporting form](#). By making a report, supervisors are activating the Public Health Emergency Leave for their affected employees.

[COVID-19 On Grounds Guidelines](#) are to be enforced by supervisors to ensure that the potential for exposure to any asymptomatic individual remains as low as possible. FM Occupational Programs is working with the University to help educate employees and prevent the spread of COVID-19.

Employees found to be "at high risk of exposure" will be asked by Facilities Management to quarantine for 72 hours and seek testing at a UVA asymptomatic testing clinic. This is to prevent possible asymptomatic spread of the virus that causes COVID-19.

More information can be found in the OHS COVID-19 Resources:

<https://www.fm.virginia.edu/depts/ohs/covid-resources.html>

Look for the [COVID-19 Reporting & Guidance](#) document for supervisors & managers.

# YOU ARE THE KEY TO DEFEATING COVID-19!

## CRITICAL REMINDERS:

UVA FM is experiencing an uptick in COVID-19 cases. As a reminder, all UVA FM employees **MUST:**

- **Maintain 6 feet (2 meters) of physical distance between themselves and others.** Tasks where this is not possible must be reviewed by leadership.
- **Wear a face cover at all times.**
- **Make every effort to avoid having passengers in FM vehicles, including trucks, van, cars, Kubotas, and Gators. Whenever a passenger is in an FM vehicle, both the driver and passenger must wear face covers, outside air ventilation must be maximized, and windows must be opened a minimum of 3 inches.** More information: <https://at.virginia.edu/3qtl2b0>
- **Cover coughs & sneezes.**
- **Wash hands**
- **Sanitize surfaces & tools frequently.**



## UVA FM To PILOT UVA'S ASYMPTOMATIC SALIVA TESTING FOR EMPLOYEES

As part of UVA's ongoing effort to provide a safe work environment, FM employees are being invited to participate in a voluntary **asymptomatic** COVID-19 saliva test pilot program. The testing will be more broadly available to UVA employees in 2021. It is being rolled out in December 2020 for select departments.

**If you have symptoms, please call Employee Health at 434-924-2013 for guidance and/or an appointment.**

If you do not have symptoms and would like to be tested, details are as follows:

### **Facilities Management**

**Dates:** Dec 10-11 & 14-17, 2020

**Time:** 8:00 a.m. – 3:00 p.m. (no appointment needed)

**Location:** **Central Grounds Parking Garage** (15 minutes free parking on the third floor)

**No scheduling necessary, walk-up testing**

Results will be posted in employee's **MyChart account**. Positive results will be communication to the employee by a healthcare provider.

**More information:** <https://besafe.virginia.edu/>

## DIVERSITY, EQUITY & INCLUSION

### PAYING ATTENTION TO OUR LATINO COMMUNITY

- **Members of Charlottesville's Latino Community Fighting for Their Lives**  
“...It is the responsibility of everyone in the Charlottesville community to recognize the impact that their behavior can have on the people working in places like restaurants and grocery stores. If you haven’t been socially distant and wearing a mask, you might unknowingly have COVID-19, and could spread it to essential workers. This could cause an entire extended family to get sick with a potentially deadly disease and require them to take many days off of work.”  
Read more: <https://at.virginia.edu/3717dJR>
- **The UVA Latino Health Initiative:** an organization of the University of Virginia that aims to improve the health and wellbeing of the Latino community in the Charlottesville area and by doing this, aims to narrow the gap between the University of Virginia and this community. See more: <https://med.virginia.edu/uva-latino-health-initiative/>
- **Sin Barreras:** provides direct services to clients, runs workshops to provide resources and education (for both the Spanish and English-speaking communities), and participates in advocacy Learn more: <https://www.sinbarrerasville.org/>
- **For Spanish-speaking communities:** <https://guides.lib.virginia.edu/apoyo>  
A comprehensive set of local, state, and national COVID-19 resources
- **“Poder Latino”** can be heard on Saturdays from 10 a.m. to noon – debuted on WXTJ 100.1 FM. One of its goals is to bridge the information gap.



[More from FM Diversity, Equity & Inclusion >>>](#)

## DIVERSITY, EQUITY & INCLUSION (CONTINUED)

### BEGINNING OF HANUKKAH 2020

In 2020, **Hanukkah** begins at sundown on Thursday, Dec. 10 and lasts until sundown on Friday, Dec. 18. Hanukkah, which is Hebrew for “dedication,” is the Festival of Lights. It commemorates the victory of the Maccabees over the Syrian Greek army, and the subsequent miracle of rededicating the Holy Temple in Jerusalem and restoring its menorah, or lamp.

Learn more: <https://www.myjewishlearning.com/article/hanukkah-2020-2/>



Learn to Play Dreidel: <https://youtu.be/AOWGb5Pnmfc>

### UNPACKING THE PURPOSE OF POWER: HOW WE COME TOGETHER WHEN WE FALL APART

On December 14th, join Black Lives Matter Global Network Co-Founder, [Alicia Garza](#), and [Chicago Beyond](#) Founder and CEO, Liz Dozier, for a [virtual conversation](#) on how we can use our individual power to come together and take actionable steps to build a more equitable future. This is the fourth and final session in the [Unpacking Racism Series](#).

Register: <https://us02web.zoom.us/webinar/register/3216068314800/>

A promotional poster for a virtual conversation. The background is a blue-tinted cityscape. The text reads: "UNPACKING THE PURPOSE OF POWER: HOW WE COME TOGETHER WHEN WE FALL APART". Below this, it says: "Join Alicia Garza, Co-Creator of the Black Lives Matter Global Network and #BlackLivesMatter, and Liz Dozier, Founder &amp; CEO of Chicago Beyond, in conversation". The date and time are "DECEMBER 14, 2020 | 7PM CT". At the bottom, it says "Please register to receive a link to join". On the right side, there are two portraits of the speakers: Liz Dozier, Founder &amp; CEO of Chicago Beyond, and Alicia Garza, Author, Political Strategist, and Organizer. Logos for "CHICAGO BEYOND" and "FAN" are at the bottom left.

## CELEBRATE THE WINTER HOLIDAYS SAFELY!



### 'T WAS A HOLIDAY SEASON LIKE NO OTHER...

With 2020 on its way out, the winter holidays are in sight. Though they may not look the same as years past, they can still feel just as festive and meaningful! As COVID-19 cases rise nationwide, including locally, the safest way to celebrate this year is with members of your own household. Minimize your risk of COVID-19 infection during the holidays by avoiding traveling, continuing to wear your mask when near others (indoors or outdoors), and stay home without outside contact (quarantine) for a full 14 days if you have been in contact with someone who tests positive.

### KEEP IT SMALL

**Coronavirus easily spreads indoors** where ventilation and humidity are absent and people are physically closer together. That's why it's safest to avoid mixing groups: gather with your own household for the holidays instead of inviting in new, potentially exposed, guests. If you must gather, follow these safety measures to reduce your risk of transmission:

- **Gather outside** (six feet apart) **in groups fewer than 10 people.**
- If you do head indoors, **open windows and turn on a gentle fan.** (Remember: ventilation helps).
- Remind guests to keep their **masks on** and **stay as distanced as possible.**
- Encourage **frequent hand washing** and have hand sanitizer readily available.



### HOLIDAY TRAVEL: KNOW YOUR RISK LEVEL

Staying home is the safest way to protect yourself, family, and friends from the virus this year. If you must travel for the holidays, be prepared and **know your level of travel risk.** Travel with hand sanitizer and extra masks, and remember **that you're at most risk the longer you're within 6 feet of others.** Last and most importantly, remember to quarantine and monitor for symptoms for the full 14 days when you return home.

- **LOWEST RISK:** Short trips by car with household members and with no stops along the way.
- **MORE RISK:** Longer trips by car or RV with one or more stops along the way.
- **HIGH RISK:** Trips by car or RV with people who are not in your household; Long-distance train or bus trips; Direct flights.
- **HIGHEST RISK:** Flights with layovers.

### COVID PODS AND "BUBBLES"

With the days getting darker and colder, individual sluggishness and solitude increase. This is normal behavior – the hunkering down of winter. But after 9 months of separation from family and social networks due to COVID-19, many are seeking relief in the form of social "pods" or "bubbles". Bubble members agree to limit contact to just those within the group, with exceptions for outings for groceries or necessities. These small, closed networks are meant to broaden the social sphere without spreading the virus. Because there aren't standard health guidelines for establishing or sustaining bubbles, there can be a lot of room for interpretation and risk. **Before agreeing to create or join a bubble - particularly those intended to allow kids to socialize on winter break - make sure rules are clearly agreed upon (and even better, in writing) and prioritize COVID safe practices over socializing.**

Source: Thomas Jefferson Health District: <https://conta.cc/3gws76V>

# Apprenticeship



## FM's Top Outstanding On The Job Trainers Receive Recognition

As part of November's National Apprenticeship Week celebration, FM apprentices nominated their top on-the-job trainers for recognition. Several OTJ Trainers received more than one nomination. The Apprenticeship Team is proud to provide an additional recognition to these individuals, listed left to right: Richard Gibson, Electrician Lead, Central Grounds Zone; Chip Martin, HVAC Senior Mechanic, Newcomb Zone; and Steve Volnick, Sheet Metal Technician, CC&R. Not pictured: Mark Lamm, HVAC Senior Mechanic, McCormick Road Zone.



See all of FM's 2020 Outstanding On the Job Trainers:

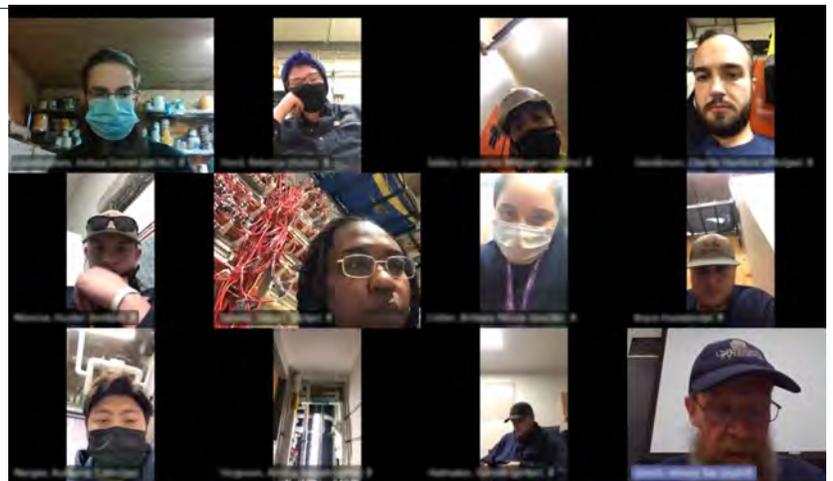
<https://apprenticeship.fm.virginia.edu/news.html#otj2020>.

## RECAP: Electrical Apprentice

### Roundtable

Special thanks to Johnny Gooch for hosting the Electrical Apprentices' Roundtable on Tuesday, December 8. The topic covered was the importance of troubleshooting.

Thanks also to Ryan McCarthy. She will be joining each roundtable going forward to update apprentices on the latest from FM Inclusive Excellence.



ELECTRICAL LEARNING ROUNDTABLE \*

\* Individuals not wearing face coverings were following UVA protocols, joining alone from a closed space.

## UP NEXT: Plumbing Apprentice Roundtable

Kicking off 2021 will be the Plumbing Apprentice Roundtable held virtually on January 12, 2021. More details will be announced soon. Attendance by all FM plumbing apprentices is required. Look for an invite in the coming weeks.

## Sharing Knowledge

UVA FM's Apprenticeship Program continues to collaborate with other companies and universities to share best practices and learn from each other. This month the team met with Colonial Webb as well as staff from Elon University's Physical Plant (North Carolina).

## UVA FEAP (Faculty & Employee Assistance Program)

As we head into what will undoubtedly be an unusual holiday season, we pause to consider the increased feelings of stress, loneliness, grief, and loss many of us may be experiencing. Take advantage of this free service from UVA.

FEAP is here to support. Explore their offerings or schedule a 1:1 appointment:

<https://uvafeap.com/appointments/>

## UVA HR Community Resources' Office Hours for FM Employees

Appointments are required.

To schedule, contact Stuart Munson by emailing [scm5rw@virginia.edu](mailto:scm5rw@virginia.edu) or calling 434-243-3672 or 434-326-6206.

Learn more:

<https://at.virginia.edu/2JPAESH>

A graphic for the Community Resources Service. It features a dark blue background with the text 'COMMUNITY RESOURCES SERVICE' in large white letters, and 'OFFICE HOURS AT FM' below it. At the bottom, there is an illustration of two hands shaking, one green and one orange. To the right of the graphic, on a light blue background, are the following details: 'FREE, CONFIDENTIAL RESOURCES TO ASSIST WITH:' followed by a list of services: 'BASIC NEEDS SUCH AS HOUSING, CLOTHING, UTILITIES AND FOOD', 'ASSISTANCE WITH PERSONAL BUDGETING AND FINANCE', and 'FREE LEGAL RESOURCES AND ACCESS TO LAWYERS'. Below this is an orange banner with the text 'SECOND TUESDAY OF EVERY MONTH, 11 a.m.-noon in Leake lower-level conference room 20'. At the bottom, on a light blue background, it says 'Appointments are required.' and 'To schedule, contact Stuart Munson by emailing scm5rw@virginia.edu or calling 434-243-3672 or 434-326-6206.'

## UVA Family Care & Tutoring Services

Take a moment to ensure you are aware of UVA's enhanced services and resources to support your family's needs:

- UVA's Dual Career Program has developed a [Parent & Guardian Connection](#) aimed to help employees connect with others in the UVA community to bridge childcare gaps and engage with one another around shared interests and priorities, e.g., socially distanced activities, virtual meet-ups, and more. From their website you will have access to a number of different dependent and back-up care services, including those outlined through [UVA HR](#) – you may also use the chart located here: <https://at.virginia.edu/3ILo4FG> to help you identify resources to best fit your needs.
- **Charlottesville Education Equity in partnership with Madison House is offering tutoring services for area students.** The team is particularly attentive to provide support to those families with greater financial needs and all inquiries are welcome. Interested individuals can learn more by visiting <http://cvilleeducationequity.com/get-support-families/> and request free virtual tutoring by completing this form: <https://bit.ly/3pINzK3>

## WHAT TO DO IF

### You have COVID-19 symptoms:

- Do not report to work.
- Call your supervisor & let them know.
- Call Employee Health at 434-924-2013. *UVA has the fastest testing turnaround times for employees.*
- Follow guidance from Employee Health.
- Keep your supervisor updated with condition/test results.

### You suspect you have been exposed to someone who is COVID-19+

- Do not report to work. You can work from home, if able.
- Call your supervisor & let them know. They must complete a report for you to use the Public Health Emergency Leave.
- Call the asymptomatic testing clinic at 434-243-9534. Asymptomatic tests are administered at the UVA Education Resource Center. *This clinic has the fastest testing turnaround times for asymptomatic testing of employees.*
- Follow guidance from the clinic. Using [UVA's MyChart](#) (account needed) will give you access to results the fastest.
- Keep your supervisor updated with your condition and test results.

**COVID DEFINED:**  
**CLOSE CONTACT**  
with someone who is COVID positive

LESS THAN 6 FEET

Within 6 feet ...

... For 15 mins **COMBINED** over 24 hours

... Anytime in the 2 days before their symptoms started

STAY SAFE. KEEP YOUR DISTANCE.

**TJHD.ORG**  
434-972-6261

**VDH** VIRGINIA DEPARTMENT OF HEALTH  
BRHD

Most people who feel they are at high risk of having been exposed are able to return to work after 72 hours and a negative test, provided that they are not contacted by UVA Employee Health or the Virginia Department of Health.

**If you have questions about asymptomatic testing, contact FM-OHS:  
FM-OHS@virginia.edu / 434-297-6379**

You live with someone infected with COVID-19 or were asked to test for COVID-19, or you suspect significant exposure (within 6 feet for 15 minutes or more total within a 24-hour period) to someone found to be infected, you may be contacted by your local health department with guidance. **Otherwise, you should:**

- Seek testing through a free [voluntary test](#) provided by UVA.
- Go home or stay home and quarantine until guidance and/or test results are received. Employees can work from home if they are able.

## OCCUPATIONAL TRAINING

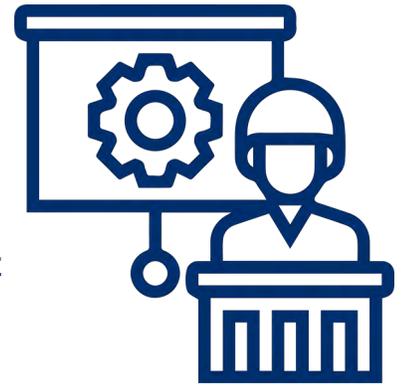
### BE AWARE: UPCOMING CHANGES TO THE UVA

#### PERFORMANCE REVIEW PROCESS

"Employees will complete a brief self-evaluation in a summary format regarding their 2020 accomplishments and potential development areas."

University Staff employees will be required to write a summary of their accomplishments over the last year. Please see the HR job aid to assist below in the completion of your performance review. Discuss any questions or concerns with your supervisor. The performance review process for Classified Staff will remain unchanged.

- Job Aid: Completing the Academic Calendar Year Narrative Review – Employee: <https://bit.ly/3ggyCL7>
- Job Aid: Completing the Academic Year-End Narrative Review – Classified Staff: <https://bit.ly/39DJf9e>
- Job Aid: Calendar Year Goals – Employee: <https://bit.ly/39GFIMS>



Submission due date for University and Classified staff self-evaluations is January 15, 2021.

For the latest updates and additional resources, visit your Performance Management webpage: <https://hr.virginia.edu/career-development>

Questions? Email [AskHR@virginia.edu](mailto:AskHR@virginia.edu) with the subject line "Performance Management Help."

## OCCUPATIONAL HEALTH & SAFETY

### A VACCINE IS ON THE WAY!

UVA Health is planning to administer the first doses of COVID-19 vaccine next week to employees at highest risk of acquiring COVID-19 through work-related exposure, while also preparing for larger-scale distribution.

A first group of nearly 3,000 health system employees received notice earlier this week that they are eligible to receive vaccination, which is encouraged, but not required. The Virginia Department of Health recently informed UVA Health that it will receive the Pfizer COVID-19 vaccine in its first shipment.

Guidance from the Centers for Disease Control and Prevention and the Virginia Department of Health will determine the next phases of the distribution process, which is expected to prioritize other essential workers, such as first responders; people with higher risk of significant health problems associated with COVID-19; and the elderly, following high-risk health care workers.

Read more: <https://news.virginia.edu/content/uva-health-preparing-administer-vaccine-some>





## Steps for Supervisors & Managers: COVID-19 Reporting & Guidance in the FM Workplace

*UVA FM Occupational Programs is responsible for aiding UVA COVID-19 Case Management Operations Team's surveillance of COVID-19 cases and suspected cases within UVA FM. FM-OP is available to offer guidance to supervisors and affected employees.*

**All FM employees are expected to be responsible for frequent handwashing, physical distancing, wearing a face covering, and monitoring themselves for any possible COVID-19 symptoms.**

Employees who fail to do this may be subject to discipline.

1. If an employee is directed to go for testing, is exposed, or receives a positive COVID-19 test result, supervisors or managers must fill out the [online reporting form](#), which notifies [FM-OHS](#) and FM's HR Business Partners. They must also notify their chain of command of the potential and/or positive case information.
2. Following this, the reporting supervisor will receive a secured email via [Zix](#) from UVA OP seeking further case information to identify those at risk of exposure.
3. Guide employees who have been exposed & who are at risk of exposure:
  - a. Exposed employees will most likely be receiving a call from the Virginia Department of Health. Please make sure your employees are aware, can take the call, and know to provide any requested tracing information.
  - b. If a positive result is received by an employee being tested, the expectation is that everyone at high risk of exposure will be out of work for a minimum of 72 hours. To be able to return to work, at-risk-of-exposure employees will need the following:
    - i. A NEGATIVE COVID-19 test result and a call from VDH clearing them to return prior to 72 hours out of the office.
    - OR
    - ii. A NEGATIVE COVID-19 test result and 72 hours since leaving work.
4. Contact the group in their area that is responsible for cleaning the locations that may contain viral material for next steps – This may include blocking off areas where the affected employee was working. *Contacts are included on the reporting form.*
5. Communicate with employees affected using the email template provided by FM-OP. You will receive the template from OHS once the [notification form](#) is completed & submitted.
6. Continue to provide guidance. A COVID-19 positive employee may return to work after they've been cleared by Employee Health. Any other return to work clearances must be validated by Employee Health.
7. Direct any questions to your HR Business Partners or FM-OHS.

**Communicate all employee status changes & health updates to FM-OHS, FM's HR Business Partners, and your chain of command in a timely manner.**

## What to do:

### 1. **Symptoms** – If an employee reports they:

- a. are feeling unwell and are experiencing **COVID-19 symptoms**

OR

- b. have received a positive COVID-19 test result

Have the affected employee **call Employee Health immediately** at **434-924-2013**.

*Employee Health will perform intake and assessment which will include guidance and may include testing. The supervisor will be notified of any test results via a secured [Zix](#) email from Employee Health.*

### 2. **Exposure** – If an employee:

- a. **lives with someone infected** with COVID-19, or
- b. was requested through UVA or VDH tracing **to quarantine or test for COVID-19**, or
- c. reports **significant exposure** to someone outside of work found to be infected

They may be contacted by their **local health department** with guidance. Otherwise, they should go home or stay home and **quarantine** for 72 hours. During this time:

- a. They must not report to work on-site or leave home except for **essential trips**, although they can work from home, if able. *If they must take leave, they are eligible for the State Public Health Emergency Leave (PHEL) located under [Workday](#)'s Occasional Time Off in the Leave request area.*
- b. They should **seek asymptomatic testing** through a **voluntary test** provided free by Let's Get Tested, saliva testing, or by appointment at the UVA Asymptomatic Testing Clinic. Clinic appointments can be made by calling 434-243-9534.

### 3. Returning to work:

- a. **A COVID-19 positive employee may only return to work when cleared by Employee Health**, regardless of where they received their test.
- b. An employee identified as at high risk of exposure may return to work once they receive:
  - i. A **NEGATIVE COVID-19 test result**, and call from VDH clearing them to return prior to 72 hours out of the office.

OR

- ii. A **NEGATIVE COVID-19 test result and 72 hours passed since leaving work.**

# ABOUT FACE COVERINGS

UVA Facilities Management

Occupational Programs

## ALL ABOUT FACE COVERINGS

Per UVA's [Policy SEC-045](#), Facilities Management is now requiring face coverings to be worn at all times, indoor and outdoor, unless working completely alone with no unscheduled visitors. [The CDC recommends](#) face coverings in any setting where other social distancing measures are difficult to maintain (e.g., grocery stores, pharmacies, essential worksites) especially in areas of significant community-based transmission.

**UPDATE 12/10/2020:** Face coverings **shall not have exhalation valves or vents**, which allow virus particles to escape, and shall not be made of material that makes it hard to breathe, such as vinyl. <https://bit.ly/3a31K7u>

The purpose of face coverings is to reduce the release of potentially infectious particles into the air when someone speaks, coughs, or sneezes. **Cloth face coverings are not a substitute for distancing, washing hands, and staying home when ill.**

Here are examples of the various types of face coverings that are being used to protect public health:



### N95 RESPIRATORS

N95 masks are only to be used when required by your job and/or task. N95 users are required to go through special fit testing & training. Users are fit tested to their specific model of face covering. If you are unsure if your job requires an N95 OR you need training, contact your supervisor or FM-OHS@virginia.edu. If you are unsure if your job requires an N95 OR you need training, contact your supervisor or [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu).



### DUST MASKS

These look like N95s but they may not have the proper certifications that N95s have (e.g. NIOSH certification). Dust masks are okay for voluntary use. They are typically sold in hardware stores for people who need protection from sawdust and other construction work. Dust masks are disposable.



### KN95

KN95 filtering facepiece respirators are certified under China's standards and are not cleared by the FDA or NIOSH. With worldwide supply shortages of N95s, more KN95 masks are starting to appear in this country. KN95 is not a substitute for an N95, but can be used to prevent spread of the virus.



### NEOPRENE FACE COVERS

The material is thick and can prevent the spread of droplets from the mouth and nose, depending on mask design. Neoprene fabrics are washable and reusable. Masks should be washed before reuse.



### SURGICAL MASKS & CLOTH FACE COVERS

These masks do not filter out particles to the extent that N95 and KN95 masks do. They will contain droplets and spittle from the mouth and nose of the wearer, protecting those around the wearer.



### BANDANAS & NECK GAITERS

Cotton or synthetic materials are used to make these. The material is often thin for improved breathability, which means a decreased ability to contain droplets. Layering the fabric can help improve containment. Neck gaiters are made of stretchy synthetic fabric which makes them comfortable to wear. Cloth bandanas tied behind the head may be uncomfortable for extended wear. Bandanas and neck gaiters should be washed before reuse.

Source: <https://bit.ly/3cdBd5t>

# Respirator Use Precautions During COVID-19

UVA Facilities Management Occupational Programs

11.20.2020

## FM RESPIRATOR USERS, do your part to stop the spread of the COVID-19!

1. Wear your face cover at all times — including when you wear your assigned respirator.
2. Follow the Respirator Use Precautions During COVID-19, below:

### If you are assigned to a:

#### **TIGHT-FITTING AIR PURIFYING RESPIRATOR, TIGHT-FITTING POWERED AIR PURIFYING RESPIRATOR, or FILTERING FACEPIECE RESPIRATOR WITH EXHALATION VALVE**

1. Be clean shaven (no beard, goatee, or mustache below the side of the mouth).
2. **BEFORE** using the respirator:
  - **Assemble and inspect it.** Look for signs of cracking or deterioration, strap tension, gaskets, and inhalation/exhalation flaps
  - **Perform a user seal check (i.e., a fit check) to be sure of an adequate seal.**
3. Don and adjust the respirator properly.
4. **Wear your face cover on top of your respirator. Make sure it covers the exhalation valve of the respirator.** This protects those around you from anything exhaled.
5. **AFTER** using the respirator: clean & store it properly. Disinfect it, if needed.
6. If you experience visual changes in your physical condition that could affect respirator fit (e.g., facial scarring, dental changes, cosmetic surgery, or obvious changes in body weight), you may no longer be getting a good facial seal with the respirator and are not being adequately protected. Employees should inform their Supervisor or **FM-OHS** immediately.



#### **LOOSE-FITTING POWERED AIR PURIFYING RESPIRATOR**

1. **First, put on your face cover, then your assigned respirator.** This protects those around you from anything exhaled.
2. **BEFORE** using the respirator:
  - **Assemble and inspect it.** Look for signs of cracking or deterioration, on head-top, front shield, shroud, and hose. Check the operation of the motor & battery.
  - **Conduct an airflow check with an airflow indicator**
3. Don and adjust the respirator properly.
4. **AFTER** using the respirator: clean & store it properly. Disinfect it, if needed.



**If you have any questions, or need retraining on your respirator, please contact [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu).**



**let's celebrate!**

*Reasons to celebrate are all around us!*

Here are some upcoming holidays this week, both fun and serious. Click on each to learn more.

**December 10-18: Hanukkah**



**December 11: UNICEF's Birthday**

**December 12: Our Lady of Guadalupe Day  
(Mexico)**



**December 13: National Ice Cream Day**

**December 14: National Energy  
Conservation Day (India)**



**December 15: National Cat Herders Day**

**December 16: Day of Reconciliation  
(South Africa)**



**December 17: National Maple Syrup Day**

**December 18: Arabic Language Day**