

The Occupational Programs Weekly Wrap Up

UVA Facilities Management

2.5.2021

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NEW! UVA ACADEMIC COVID-19 QUARANTINE & RESPONSE GUIDELINES

Facilities Management employees are serving the University on Grounds more than almost any other UVA unit, increasing employees' chance to expose others or to be exposed to the coronavirus that causes COVID-19. In order to better protect our employees on Grounds and to communicate clearly with those affected by COVID-19, FM OP has been working with UVA's COVID-19 Case Management Operations Team and Return to Grounds to implement new guidelines for those considered potentially exposed or a close contact to a COVID-19 positive individual.

These new guidelines went into effect on February 3, 2021.

A summary can be found on [page 6](#) of this newsletter >>

Also featuring:

DIVERSITY, EQUITY & INCLUSION

- Black History Month
- Remembering the 1921 Tulsa Race Massacre
- Videos: Being Black In America
- Virginia Festival of the Book: March 13-26
- Free Training: Psychological Safety in the Workplace
- The Governor's Summit on Equitable Collaboration

OCCUPATIONAL HEALTH & SAFETY

- Bernie Says: Choose the right glove!
- UVA FM's COVID-19 Dashboard
- Updated: Managers & Supervisors: Support your employees & enforce COVID-19 guidelines
- FREE COVID-19 Testing Resources for FM Employees
- Learn more about the COVID-19 vaccine
- DEFEAT COVID-19: UVA FM's COVID-19 Requirements
- Contact Tracing & Quarantine at UVA

APPRENTICESHIP

- Up Next: All-Apprentice Roundtable
- Recognizing Ryan McCarthy
- School is IN!



*and as always,
Reasons to Celebrate!*

OCCUPATIONAL TRAINING

- Professional Development Opportunity: APPA's Supervisor's Toolkit

DIVERSITY, EQUITY & INCLUSION

FEBRUARY IS



Experts say understanding Black history and learning more about systemic racism is essential as our country faces backlash to civil rights activism like the George Floyd protest.

**Why is Black History Month in February?
How do you celebrate?
Everything you need to know:**

<http://bit.ly/3oNTBaC>

Remembering: The 1921 Tulsa Race Massacre

This year marks the 100-year anniversary of the 1921 Tulsa Race Massacre, also known as the Tulsa Race Riot. The result of this violent domestic terrorist attack led to 35 city blocks burned, more than 800 people injured, and current estimates of about 300 people dead.

Learn more at the 1921 Tulsa Race Massacre Centennial Commission website:

<https://www.tulsa2021.org/about>

Videos: Being Black In America



The Black Detour
@theblackdetour

Traveling while Black: Never pay with a \$20



...

The memories and experiences of living adults are discussed.

Watch the full video and learn more:

<https://bit.ly/3rqenP5>

**More from FM Diversity, Equity &
Inclusion >>>**

DIVERSITY, EQUITY & INCLUSION (CONTINUED)

Virginia Festival of the Book

The 27th annual [Virginia Festival of the Book](#) will present more than 40 virtual events during this year's event, which will take place from March 13 to 26, mostly over Zoom and Facebook Live. A few highlights:



- **“Acts of Inclusion: A Conversation with Tiffany Jana”** at noon on March 15 will dive into the author's new book, which helps individuals and organizations recognize and prevent microaggressions.
- **“Environmental Injustice: Reckoning with American Waste,”** at 7 p.m. March 20, will bring together authors Kerri Arsenault (“Mill Town: Reckoning with What Remains”), Anna Clark (“The Poisoned City: Flint’s Water and the American Urban Tragedy”) and Catherine Coleman Flowers (“Waste: One Woman’s Fight Against America’s Dirty Secret”) to discuss their investigations into environmental scandals.
- **“Homeland Elegies with Ayad Akhtar”** at 7 p.m. on March 25 will explore ideas of identity and belonging in a post-9/11 world.

Register for these and see more at [vabook.org](#).

FREE Training: Psychological Safety in the Workplace

Psychological safety covers three basic human needs: fulfillment, belonging, and security. It is powerful when it's present and dangerous when it's not. **Join Govloop Tuesday, Feb. 9 from 2-2:50 p.m. ET** to learn what elements are crucial for psychological safety and explore best practices for creating an environment where employees can thrive.

Register: <https://go.govloop.com/Psychological-Safety.html>



[This Summit](#) is hosted by the UVA Institute for Engagement & Negotiation in partnership with Governor Ralph Northam and his administration on February 17 & 25. **This event is for all those who might be involved or interested in com-**

munity engagement, collaboration, and equity – whether in health, education, natural resources, or community development. We hope you all will attend this virtual event where people from across the Commonwealth will have an opportunity to learn about Equitable Collaboration, to share their own tools, and to discuss Virginia policy needs to advance Equitable Collaboration. **Learn more:** <https://www.equitablecollaboration.org/>

Apprenticeship



UP NEXT: All-Apprentice Roundtable: February 9

Attendance by all UVA FM apprentices is mandatory. Supervisor and on-the-job trainers, please allow your apprentices the time to attend this virtual event. This roundtable will feature program review and updates, as well as the introduction of Inclusive Excellence and Bonnie Hockins. Invites have been sent via email.

Email fm-apprenticeship@virginia.edu if you did not receive an invite.

RECOGNITION: Ryan McCarthy

Ryan McCarthy is going above and beyond in serving FM's Diversity, Equity & Inclusion initiative: She will be educating apprentices at the All-Apprentice Roundtable on February 9 on the latest work of the Inclusive Excellence Team and what their work means for the FM Community.

Learn more about DEI at FM: <https://diversity.fm.virginia.edu/>

School is IN SESSION

Shoutout to apprentices doing virtual classes at CATEC! Good luck especially to 4th year apprentices — They have started their last semester on code!

OCCUPATIONAL TRAINING

UPCOMING PROFESSIONAL DEVELOPMENT OPPORTUNITIES:

Supervisor's Toolkit has been specifically designed to meet the needs of the facilities management professional. It is a structured, open-ended, and pragmatic approach to developing supervisors. It is not so much a teach program as a development process, designed to help supervisors realize both personal and professional growth. The program has been newly designed as a full three days of training.

→ Virtual Supervisor's Toolkit, **February 8-11, 2021**

Class will be held via Zoom from 12:00 p.m.-3:00 p.m. EST

Cost is \$800

To register, [visit APPA](#).

→ Virtual Supervisor's Toolkit, **February 22-25, 2021, Times TBD**

Supervisor approval required. Registration via APPA:

<https://www.appa.org/supervisors-toolkit/>



OCCUPATIONAL HEALTH & SAFETY

“Choose the right glove!”

1. **Assess the task** you will be doing.
2. **Decide which materials would match the task.** Once you know what you'll be doing during your task, it's time to determine what material the work gloves should be made of.
3. **Consider the season.** Will you be working in the brutal heat of the summer, the bitter cold of the winter, or somewhere in between? This will help you determine the weight of the work gloves. Obviously, in the winter, you'll need heavier-duty gloves than you would in the summer.
4. **Choose the right size.** A glove should be neither too tight nor too loose. Too tight and you risk losing circulation to your hands, making them incredibly uncomfortable and possibly causing damage. Too loose and you won't be able to work as efficiently because some effort is going into keeping the gloves on.
5. **Inspect for quality.** Be sure the work gloves you select are high-quality so they'll last beyond just one instance of the job. Make sure the seems are securely sewn and the material is durable and well made.

Bernie says!



Natural Rubber



Polyvinyl Alcohol (PVC)



Nitrile



Neoprene



Polyvinyl Chloride (PVC)



Cotton



Wire mesh



Kevlar



Welding



Leather



Anti-vibration

If you have questions about the type of glove you need for your tasks, email FM-OHS@virginia.edu.

NEW UVA ACADEMIC COVID-19 QUARANTINE & RESPONSE GUIDELINES:

A summary of the updated quarantine/testing guidelines implemented on February 3, 2021 for UVA FM employees potentially exposed to a COVID-19+ case:

- Potentially exposed employees are identified.
- UVA FM OP will reach out via email to the affected employees, cc'ing their supervisors and UVA's COVID-19 Case Management Operations Team (CMOT), with instructions for a mandatory **10-day (from date of exposure) quarantine and testing directions:**
 - The affected employee will be tested on day 5 (ideally at UVA Asymptomatic Testing Clinic with results returned day 6).
 - The affected employee will be tested again on day 9 (ideally at UVA Asymptomatic Testing Clinic with results returned day 10)
 - UVA's COVID-19 Case Management Team will reach out to the affected employee on day 9 to follow up & review their status.
 - With two negative tests, no symptoms, and no contact from the Virginia Department of Health, the affected employee can return to work on day 11.

For example:

An employee is exposed on **01/01/2021**. They would take a test on **01/06/2021** and **01/10/2021**. If these tests are negative, they do not have any symptoms, and they were not placed on a longer quarantine by VDH, they can return to work on **01/12/2021**. UVA CMOT may also release the employee back to work early if they are determined to not be a close contact by the VDH.

- During quarantine, the Virginia Department of Health may reach out to the affected employee to determine their level of exposure. **Any instructions VDH gives the employee overrides previous instructions from UVA's COVID-19 Case Management Team or FM OP.**
- UVA CMOT may release the employee back to work early if they are determined to not be a close contact by the VDH.
- Failure by the employee to follow testing and quarantine instructions can lead to a longer quarantine and/or disciplinary action.

DEFENSE AGAINST COVID-19:

Personal & Shared Responsibilities

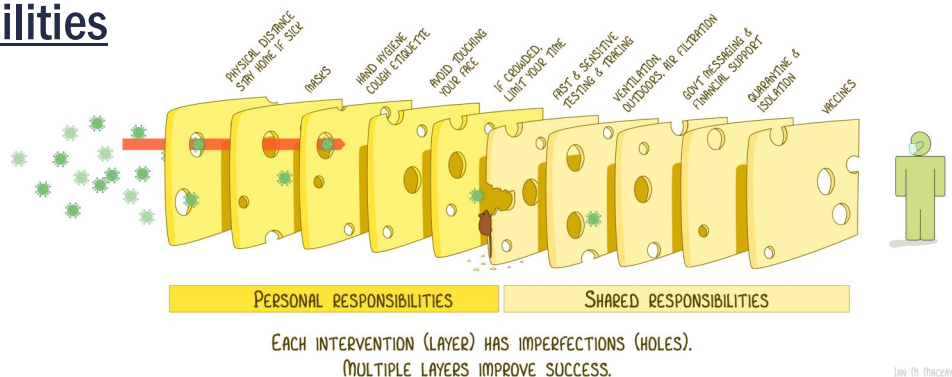
Thank you for your flexibility and patience as you work with your colleagues to defeat this virus!

Remember to:

- 1. Keep your distance (6 feet!)**
- 2. Wash your hands for 20 seconds.**
- 3. Wear your face cover.**

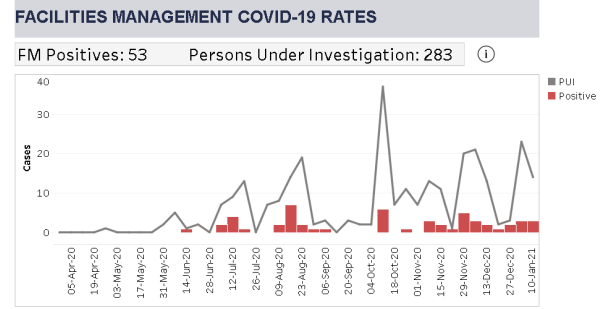
THE SWISS CHEESE RESPIRATORY VIRUS PANDEMIC DEFENCE

RECOGNISING THAT NO SINGLE INTERVENTION IS PERFECT AT PREVENTING SPREAD



UVA FM's COVID-19 Dashboard

Working with FM Occupational Health & Safety team's data, UVA FM's Programs & Informatics team has created an FM-ONLY COVID-19 dashboard to keep employees informed. The dashboard shows the exposure and positive test case numbers for Facilities Management staff and contractors.



View it here: <https://www.fm.virginia.edu/employees/intranet/fm-covid-chart.html>

If it asks you to log in, your username and password are the same as your FM computer login.

FM MANAGERS & SUPERVISORS:

SUPPORT YOUR EMPLOYEES & ENFORCE COVID-19 GUIDELINES!

Managers, supervisors, and construction/renovation project managers 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 a potential exposure will be asked by Facilities Management to quarantine for up to 10 days and seek testing at the 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.

FREE COVID-19 TESTING RESOURCES FOR UVA FM EMPLOYEES

If you are experiencing illness or symptoms: Stay home, inform your supervisor, and call Employee Health for testing and/or guidance at 434-924-2013.

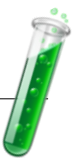
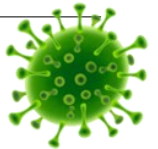
If you are not experiencing symptoms:

- **Let's Get Checked at-home kit:**

<https://www.letsgetchecked.com/us/en/order-form/verification/>

- **Saliva testing at the Central Grounds Parking Garage:** <https://besafe.virginia.edu/>

If you think you have been exposed, but aren't having any symptoms you can be tested by appointment at the UVA Asymptomatic Testing Clinic: 434-243-9534.



The vaccine is here!



Many FM employees who are frontline support of UVA Health have received the invitation to schedule their first does of the COVID-19 vaccine through UVA Health. This is the first step to protecting yourself from the coronavirus that causes COVID-19. You are considered protected 2-4 weeks after your **second dose** of the vaccine. However, you must still practice physical distancing, wear your face covering, check in with HOOS Health Check, and wash your hands in order to protect those who have not yet received a vaccine.

Read more: <https://www.fm.virginia.edu/employees/employeeenews/2021/vaccine-updates.html>

About the Vaccine & More Resources:



FAQs, accurate information,
and about the national
vaccination program from the
CDC: <http://bit.ly/39vLLgi>



Vaccine FAQs from UVA
Health: <http://bit.ly/2N3Yjnw>



Virginia Department of
Health's Vaccination
Response page:
<http://bit.ly/3bR46Hx>

Employees who have already received their first dose are encouraged to join **v-safe**, a smartphone-based tool by the CDC that gives you personalized health check-ins after you receive a COVID-19 vaccine.

- Through v-safe, you can quickly tell CDC if you have any side effects after getting the COVID-19 vaccine.
- v-safe will also remind you to get your second COVID-19 vaccine dose if you need one.



Learn more: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/safety/vsafe.html>

Be sure to respond to your invite and take advantage of the COVID-19 vaccine once it is made available to you. The state is currently in [phases 1a and 1b](#) of the vaccination process. In the coming months it is expected the vaccine will be available to everyone.

COVID-19 Vaccinations

Why are we concerned about the public getting the COVID-19 vaccination?

Getting vaccinated is important because it makes it less likely that you will spread the virus to others. The vaccine also helps your body build immunity so you are less likely to become infected. If you do, your own immune system will be able to fight off infection more easily.



How were the COVID-19 vaccines developed so quickly?

Scientists had already been studying coronaviruses from the same family as COVID-19. These studies helped give them a jumpstart on understanding how it worked. Increased government funding allowed for much faster testing and production than other vaccines in the past.

How does the vaccine work?

The COVID-19 vaccine is a messenger RNA (mRNA) vaccine that gives instructions to cells to make a piece of “spike protein.” Because the protein doesn’t belong there, your body builds an immune response producing antibodies that help keep you from getting infected if the virus enters your body. COVID-19 vaccines:

- Do not use the live virus that causes COVID-19
- Do not affect or interact with your DNA in any way
- Have passed rigorous safety and effectiveness standards by the FDA.

How can I get a COVID-19 vaccination?

BRHD is administering COVID-19 vaccine in phases **by appointment only**. Visit BlueRidgeHD.org to see what phase you’re in and to submit a survey to get on a list for a vaccine.

For more information: www.vdh.virginia.gov/covid-19-vaccine or www.blueridgehd.org



2/21

HealthWhys
A public health message from
www.tjhd.org

Follow us on
Facebook



VDH VIRGINIA
DEPARTMENT
OF HEALTH
To protect the health and promote the
well-being of all people in Virginia.

DEFEATING COVID-19

UVA FM is experiencing an uptick in COVID-19 cases.

Reminder that 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.** More information: <https://uvapolicy.virginia.edu/policy/SEC-045> — **Look out for more information coming soon on the use of KN-95 masks!**
- **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.** Make every effort to avoid having passengers in FM vehicles, including trucks, van, cars, Kubotas, and Gators. More information: <https://at.virginia.edu/3qtl2b0>
- **Cover coughs & sneezes.**
- **Wash hands**
- **Sanitize surfaces & tools frequently.**

When we all wear masks, we take care of each other



Wear masks, avoid crowds, stay 6 feet apart, and wash your hands

COVID-19 CONTACT TRACING & QUARANTINE

FM Occupational Health & Safety and FM leadership are working to keep you safe and healthy. Please let OHS know of any questions you have about contact tracing, quarantine, isolation, etc.: FM-OHS@virginia.edu.

YOU SHOULD NOT REPORT TO WORK IF:

- **You are having symptoms of illness.** Let your supervisor know over the phone and call Employee Health for guidance and/or testing: 434-924-2013.
- **Someone in your household has tested positive.** Let your supervisor know, provide documentation (if needed), and stay home. Only leave for essential trips, like medical care and to pick up groceries.
- **You recently had “close contact” with an individual with COVID-19.** Close contact is defined as within 6 feet for cumulative total of 15 minutes or more over a 24 hour period, regardless of your face cover usage — That means 10 minutes here and 5 minutes there with or without a face cover counts as an exposure. **Alert your supervisor via phone, schedule a test at the UVA Asymptomatic Testing Clinic: 434-243-9534, and plan to be out until results are received.** The Health Department may reach out to determine your level of exposure.
- **You have tested positive for COVID-19.** Let your supervisor know over the phone and call Employee Health for guidance and/or testing: 434-924-2013. [Alert your contacts.](#)

Email FM-OHS@virginia.edu if you have any questions.

UVA’s Public Health Emergency Leave is available under Workday’s Occasional Time Off in the Leave Request section to cover work absences related to COVID-19.

COVID-19 CONTACT TRACING

UVA Facilities Management

Occupational Programs

NOTIFY YOUR CONTACTS

If you have COVID-19, it is important that you notify people you had close contact with while contagious.* This includes everyone who:

- Has been **within 6 feet of you for a total of 15 minutes or more** over a 24-hour period regardless of face cover use, or
- Has been **directly exposed to your respiratory droplets** (e.g., coughed or sneezed on, shared a glass/utensils, kissed, etc.), or
- **Lives with you, or**
- **You provide care for.**

**You are considered contagious starting 2 days before you became sick (or 2 days before your test if you never had symptoms) until you complete isolation.*

A sample message for your close contacts:

“Hi. I have been diagnosed with COVID-19 (or coronavirus). I’m reaching out because when we last met, you may have been exposed. Although most cases of COVID-19 will be mild, the Health Department recommends that you:

- **Stay home (quarantine) and monitor your health for 14 days** after we last interacted. Staying home for 14 days is the safest option. If you are not able to stay home for 14 days and you do not have symptoms, you may leave home after Day 10 without testing or after Day 7 if a PCR or antigen test performed on or after Day 5 is negative.†
- **Contact your healthcare provider to ask about getting tested.** The best time to get tested is 5 days or more after your last exposure. Even if you test negative, you should stay home until at least 7 days after your exposure. You should also monitor your symptoms and be safe (e.g., wear a mask, stay at least 6 feet from others, wash hands often) for 14 days after your exposure. UVA employees can seek free testing at the Asymptomatic Testing Clinic: 434-243-9534.
- **Seek medical attention immediately if you have a medical emergency.** Emergency warning signs of COVID-19 include trouble breathing, pain or pressure in the chest, confusion, or bluish lips or face.
- **Keep your distance from others** (at least 6 feet) including in your home if possible. Do not share items with others. Use a separate bedroom and bathroom, if possible.
- **Wear a cloth face covering** when around others.
- **Wash your hands often with soap and water** for at least 20 seconds or use an alcohol-based hand-sanitizer.
- **Clean and disinfect high-touch surfaces** at least daily (e.g., doorknobs, light switches, phones, remote controls, etc.).
- **Answer the call.** Your local health department will attempt to contact you with more recommendations. If the number of COVID-19 cases is high in your area, the health department may not be able to call you.
- **If you test positive for COVID-19, please notify your local health department and your close contacts.** Your close contacts will need to receive all the same guidance I am providing you today.

† These are **VDH guidelines**. Initial quarantine instructions for UVA FM employees will come from FM-OP and may be slightly different.

WHO ARE YOUR CONTACTS?

First day of symptoms (or if never had symptoms; day tested positive for COVID-19): _____

Subtract two days: _____
(This is the start of your contagious period.)

List your close contacts (defined above) during your contagious period:



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.

February 5: National Wear Red Day

**February 6: National Eat Ice Cream for
Breakfast Day**

February 7: Super Bowl Sunday

February 8: National Kite Flying Day

February 9: National Pizza Day

February 10: National Umbrella Day

**February 11: International Day of Women
and Girls in Science**

February 12: Abraham Lincoln's Birthday