

The Occupational Programs Weekly Wrap Up

UVA Facilities Management

2.19.2021

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- FREE COVID-19 Testing Resources for FM Employees
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**and as always,
Reasons to Celebrate!**

UVA Implements Updated Restrictions in Response to Rise in COVID-19 Cases

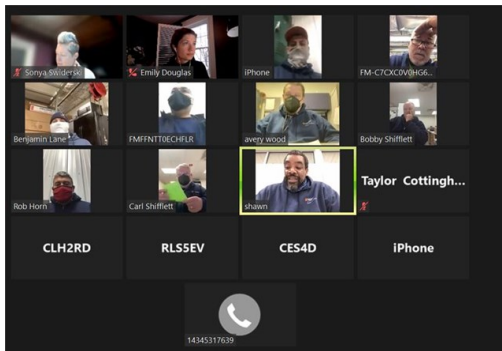
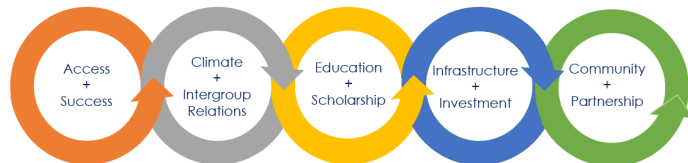
- All in-person events and gatherings, on- and off-Grounds, as defined in Policy SEC-045 (<http://at.virginia.edu/2ZCLJyl>), are prohibited and should be moved online.
- Recreational facilities will close at their planned times Tuesday evening and remain closed during this period.
- Libraries will close at their planned times Tuesday evening, with operations moving to contactless pick-up during this period.
- Dining facilities will remain open and grab-and-go options will remain available. In-person seating will be restricted to no more than two people dining together.
- Telework is strongly encouraged for as many employees as possible.
- For staff and students who work in areas that are closed due to the short-term measures and who are unable to work remotely, the University said employment status and pay will not be interrupted.

These are in effect until February 26, 2021.

Read more: <http://at.virginia.edu/3bnwZsU>

DIVERSITY, EQUITY & INCLUSION

INCLUSIVE EXCELLENCE SURVEY



The Inclusive Excellence team continues to survey FM until February 26th. **If your team has not been scheduled please contact Emily Douglas immediately: (434) 906-5810, em4hg@virginia.edu.** The team has been working very hard and has collected **428 survey responses** to date. Thank YOU for taking the time to participate in this survey and for sending any thoughts or feedback to Emily and/or **your IE representative**.

From Classroom to Boardroom: Race & Equity in the Workplace

A place where many people spend as much—if not more time—than home, the workplace is a litmus test for the group behavior and institutional policy we accept as the norm. In a time when many are reevaluating their choices when it comes to equity and inclusion as both individuals and organizations, we see an incredible opportunity to encourage workplace environments that uplift and empower all members of our community. **Click here to learn more and register for this pay-what-you-can virtual event series and career fair:**

<https://www.tomtomfoundation.org/classroom-to-boardroom>

From Classroom to Boardroom

Race & Equity in the Workplace

March 30— April 8, 2021

Building more equitable communities through inclusive workforce development and workplace action.

Equity & the COVID-19 Vaccine

Although many FM employees have already begun the vaccination process, **our family and communities will still need theirs.** The Virginia Department of Health launched a [new, centralized website](#) that allows Virginians to easily pre-register for the COVID-19 vaccine. This ‘one-stop-shop’ website allows individuals to pre-register online, check that they are pre-registered, and access additional information on Virginia’s vaccination roll-out. The Virginia Department of Health is requesting gender, race, and ethnicity data to identify gaps in vaccination coverage. By providing this information, you will help ensure that COVID-19 vaccine distribution in Virginia is fair and equitable. **Access the site:**

<https://vaccinate.virginia.gov/>

Sign up for free COVID-19 vaccine

& check your pre-registration status.

Pre-Registration

Aunque muchos empleados de FM ya han comenzado el proceso de vacunación, nuestra familia y comunidades todavía necesitarán el suyo. El Departamento de Salud de Virginia lanzó un nuevo sitio web centralizado que permite a los residentes de Virginia preinscribirse fácilmente para la vacuna COVID-19. Este sitio web de “ventanilla única” permite que las personas se preinscriban en línea, verifiquen que estén preinscritas y accedan a información adicional sobre la implementación de la vacunación en Virginia. Haga clic aquí para acceder al sitio web. El Departamento de Salud de Virginia solicita datos de género, raza y etnia para identificar brechas en la cobertura de vacunación. Al proporcionar esta información, ayudará a garantizar que la distribución de la vacuna COVID-19 en Virginia sea justa y equitativa. **Accede al sitio: <https://vaccinate.virginia.gov/>**

Apprenticeship



OUTSTANDING APPRENTICE: Tyler Cameron

Tyler Cameron, plumber in Health System Physical Plant Zone 1, was recently honored as a 2020 Outstanding Apprentice by the Virginia Department of Labor and Industry. A virtual event will be held in the near future to celebrate Virginia's Outstanding Apprentices.



Tyler – who graduated from the UVA Apprenticeship Program in 2020 and recently passed the state exam for his journey level license – was selected for his exceptional performance on the job, strong work ethic and leadership skills. In addition to maintaining an A average throughout all years of his classroom education, he has also been awarded outstanding performance awards through UVA Health, recognized as a Facilities Management Safety Champion due to his conduct after tracing and assisting in the neutralization of a natural gas leak and was selected as the UVA Apprenticeship Program's Class of 2020 Ed Ford Outstanding Apprentice Award recipient.

Tyler's strong communication skills and desire to learn have earned him a reputation as a superb team player both within the group of plumbers he supports, but also within other trade groups. He often supports communications between various trade groups working together on a project, ensuring that all groups are on the same page ensuring that work is completed smoothly and without delay.

The Virginia Department of Labor and Industry's Division of Registered Apprenticeship recognizes apprentices each year who have excelled during their apprenticeships in the areas of accuracy and efficiency, cooperation with supervisors and journeymen, initiative, leadership, decision-making ability, and outstanding accomplishments. Program sponsors nominate apprentices for this recognition who either completed or will complete their Apprenticeship Program during the current calendar year.

Story by Jane Centofante from FM's On Grounds: <https://www.fm.virginia.edu/about/news/outstanding-apprentice.html>

OCCUPATIONAL HEALTH & SAFETY

Random Acts of Kindness Week

February 14-20 is Random Acts of Kindness Week.

Pick a number 1-29 and find that Kindness Idea on this page or the next and do it!

1. Pay it Backward: buy coffee for the person behind you in the drive through.
2. Send a positive text message to five different people right now.
3. Post inspirational sticky notes around your office, house, etc.
4. Donate old towels or blankets to an animal shelter.
5. Let someone who only has a few items go in front of you in line.
6. Have a LinkedIn account? Write a recommendation for coworker or connection.
7. Encounter someone in customer service who is especially kind? Take an extra five minutes to tell their manager.
8. Leave unused coupons next to corresponding products in the grocery store.
9. Try to make sure every person in a group conversation feels included.
10. Write a kind message on your mirror with a dry erase marker for yourself, your significant other, or a family member.
11. Place a positive body image note in jean pockets at a department store.
12. Send a gratitude email to a coworker who deserves more recognition.
13. Practice self-kindness and spend 30 minutes doing something you love today.
14. Give away stuff for free on Craigslist or your local Buy Nothing Group.
15. Write a gratitude list in the morning and again in the evening.
16. Know parents who could use a night out? Offer to babysit for free.
17. Return shopping carts for people at the grocery store.
18. Write a positive comment on your favorite blog, website, or a friend's social media account.
19. While you're out, compliment a parent on how well-behaved their child is.
20. Leave a server or delivery driver the biggest tip you can afford.
21. Put 50 paper hearts in a box. On each cutout write something that is special about your partner or a friend. Give them the box and tell them to pull out a heart anytime they need a pick-me-up.
22. Purchase extra dog or cat food and take it to an animal shelter or neighborhood free pantry
23. Find opportunities to give compliments. It costs nothing, takes no time, and could make someone's entire day. Don't just think it. Say it.
24. Keep an extra umbrella at work so you can lend it out when it rains.
25. Send a 'Thank You' card or note to the officers at your local police or fire station.
26. Run an errand for a family member who is busy.
27. Put your phone away while in the company of others.
28. Email or write to someone who made a difference in your life.
29. When you hear that discouraging voice in your head, tell yourself something positive. You deserve kindness too!



FALSEKNEES.COM ©2018

The vaccine is here!



This is an important 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.

If you haven't made an appointment or started your vaccine through UVA, register at vaccinate.virginia.gov or call 877-829-4682



Learn More
about Vaccination in Virginia



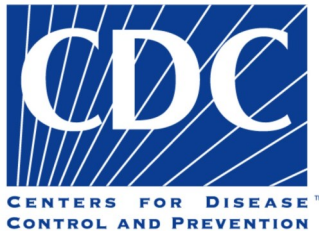
Sign up
for free COVID-19 vaccine
& check your pre-registration status.

Pre-Registration

Talk to someone
(877) VAX-IN-VA
(877) 829-4682



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 are receiving 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 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.

It is expected the vaccine will be available to everyone by late spring of this year.

OCCUPATIONAL HEALTH & SAFETY

It's Bernie's Birthday!



Bernie the Bee was created on February 22, 2017 by FM electrician Bernard Curry & the HSPP Safety Committee for the 2017 Safety Poster.

Here are some pictures of Bernie through the years:

Baby Pictures!

Bernie the Bee draft form
DOB 2/22/2017, ~12:30 PM

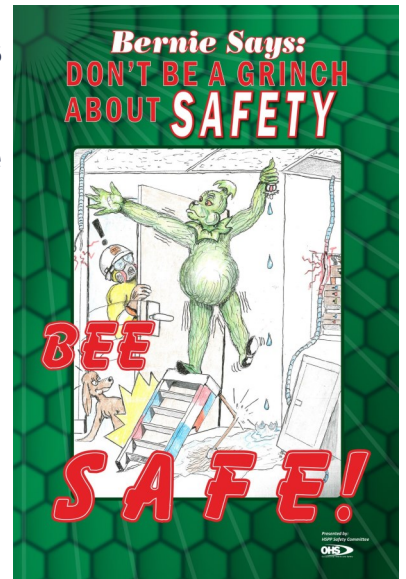


The Original

Bernie the Bee Safety Poster
April 2017, by the HSPP Safety Committee

My First Christmas

Safety Poster December 2017,
by the HSPP Safety Committee



I helped win this!

2019 CSHEMA Marketing
Social Media Award

My First Christmas Family Photo,

December 2017, HSPP Safety Committee



OCCUPATIONAL HEALTH & SAFETY

Why you should wear your PPE

[Personal Protective Equipment]

Bernie says!



1. It protects you.

The second word of PPE is protection. The whole reason for PPE is to protect you, so if you don't wear or use it, it can't do its job.

2. You are important.

Why do we even need PPE anyway? Because you are important! You only get one life, so protect it.

3. Your family needs you.

Don't take risks with your health and safety. Wearing PPE is an extra way to stay safe at work.

4. Your jobs not worth dying for.

PPE isn't the only safety measure needed at work, but it's still a part of the collective health and safety system that will keep you safe.

5. It's your responsibility.

Your employer has a duty to provide you with PPE and make sure you wear it. It's your responsibility to use the PPE provided, inspect it, and wear it correctly.

6. It's not optional.

Wearing and using PPE is not a choice. If there is any risk to health and safety not adequately controlled by other means, PPE needs to be provided.

7. We all make mistakes

Maybe not you. But what about other people on site, could they drop something, or forget to close a barrier, or press the wrong button. Your PPE is the last line of defense to protect you from other people's mistakes.

8. It could save your life.

A hard hat stops a brick breaking your skull, a harness stops you falling from a roof, a lifejacket keeps you afloat until help arrives. I'm sure you can think of many more examples.

*If you have questions about your PPE,
email FM-OHS@virginia.edu.*

TOOLBOX TALK

Take 3 Minutes for Safety

Because emergencies happen unexpectedly, it's important to plan in advance. There are many resources at UVA to help you prepare for and respond to emergencies in your office, residence, or jobsite.



How will I know there is an emergency?

- All current students, faculty, staff, and UVA Health team members with an active @virginia.edu email address will automatically receive an email from UVA Alerts.
- You can also receive a text message by going into your UVA Alerts (https://uvaemergency.virginia.edu/uva_alerts) account and adding your mobile phone number.
- You will receive a desktop alert if Alertus Desktop Notification is installed on your desktop/laptop and your computer is connected to the UVA network.
- If you are in a public space, you may see the alert message on an LCD screen.
- The alert message will be posted on UVA's home page and the emergency page (<https://uvaemergency.virginia.edu>) and on Twitter at [@UVA_EM](https://twitter.com/UVA_EM) and [@UVAPolice](https://twitter.com/UVAPolice).

How should I evacuate?

- Leave via the nearest safe and accessible exit. Make a habit of noticing exits in your surroundings, remembering that windows can be escape routes.
- Never use an elevator.
- Take personal belongings (keys, wallet, phone, etc.), but do not delay.
- Assemble in your designated building evacuation location so you can be accounted for and receive updates.
- Locate designated building evacuation locations for University office buildings/classrooms and residence halls on virginia.edu/emergency.
- Follow the directions of police and fire responders. In the absence of instruction, use your best judgment.
- If you are unable to exit, move to a designated area of refuge and alert someone of your location.

How should I shelter in place?

Evaluate the situation and choose the most appropriate shelter. For example:

- Tornado – go to the lowest interior space away from windows.
- Violence – find a secure, enclosed space, behind solid objects and away from doors.
- Remain sheltered until you are instructed it's safe to leave.
- If you can, monitor UVA Alerts for updated information.

View and print the Emergency Procedures poster: <https://at.virginia.edu/3u7Jhy2>

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's Case Management Team 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's Case Management Team 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.**

* Employees that have completed their vaccine more than 2 weeks prior to exposure will receive slightly different quarantine instructions.

DEFENSE AGAINST COVID-19:

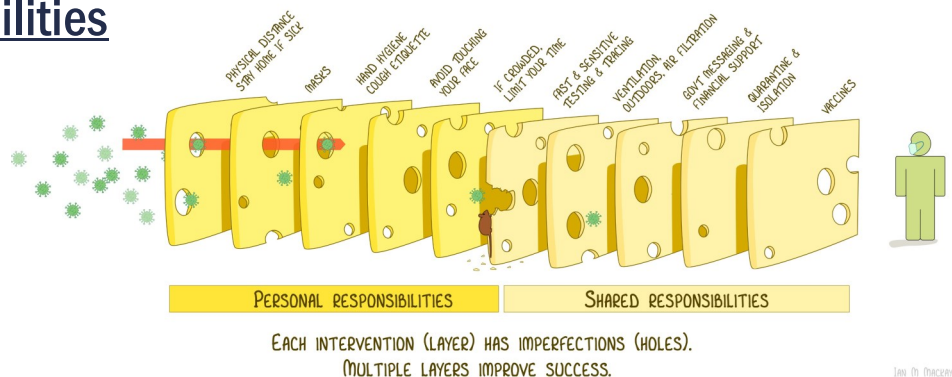
Personal & Shared Responsibilities

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

Remember to:

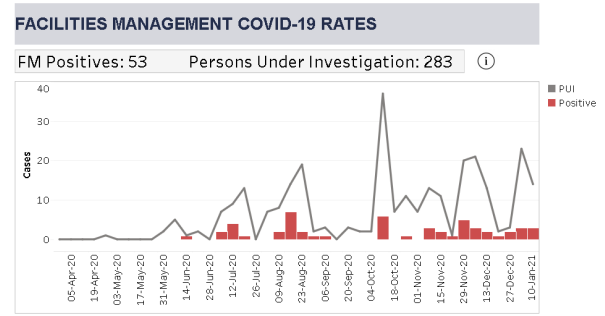
- 1. Keep your distance (6 feet!)**
- 2. Wash your hands for 20 seconds.**
- 3. Wear your face cover.**

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.

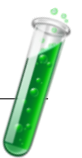
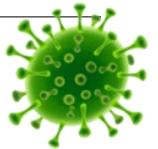
If you are not experiencing symptoms:

- **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.



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 19: National Caregivers Day 🤗

February 20: National Love Your Pet Day



February 21: National Sticky Bun Day

February 22: Bernie the Bee's Birthday!



February 23: National Dog Biscuit Day



February 24: National Tortilla Chip Day

February 25: Purim

February 26: National Skip the Straw Day

