

# The Occupational Programs Weekly Wrap Up

UVA Facilities Management

3.19.2021

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***and as always,  
Reasons to Celebrate!***

## **POSTED: Inclusive Excellence Survey Results**

See the results:

<http://bit.ly/FM-DEI-IE>

Using these results, FM’s Inclusive Excellence plan has been crafted by the IE team and submitted to the SVPO office!

Be on the look out in the coming week for the latest status update!

**THANK YOU**

*for taking the time to participate in FM’s 2021 Inclusive Excellence Survey.*

***More than 900 anonymous responses were received!***

SEE THE **RESULTS AND COMMENTS** HERE:



[diversity.fm.virginia.edu/inclusive-excellence](https://diversity.fm.virginia.edu/inclusive-excellence)

Contact Emily Douglas if you have questions: [EM4HG@virginia.edu](mailto:EM4HG@virginia.edu), Ph: 434-906-5810

# OCCUPATIONAL HEALTH & SAFETY

## Ladder Safety Affects Everyone!

THE NUMBERS SPEAK FOR THEMSELVES:

**137+**  
**ladder injuries**  
happen  
**every day.\***

**113**  
**deaths**  
are caused each year  
**by falls.\***

**Bernie says!**



The most common ladder falls happen  
**6-10 feet**  
from the ground.

THE **2** MOST COMMON LADDER ACCIDENTS ARE\*\*:

1. Missing the last step when climbing down
2. Overreaching

Take ladder safety seriously!

*If you have questions about ladders,  
email [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu).*

\* "Occupational Ladder Fall Injuries" - United States, 2011, Centers for Disease Control and Prevention

\*\* "ALI Ladder Safety Training and Citation Report" - United States, 2018, American Ladder Institute

### LADDER SAFETY

-  Use three points of contact. Climb facing forward.
-  Do not overreach. Do not carry an object that can cause you to lose your balance.
-  Do not exceed the weight rating for the ladder.
-  Obey the 4:1 rule. For every 4' up, the ladder base should 1' from the wall.
-  Do not use the top of the ladder as a step.
-  Do not move or extend a ladder when anyone is on it.

SmartSign.com • 800-952-1621 • 52-2119

# 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](https://vaccinate.virginia.gov) or call 877-829-4682



**Learn More**  
about Vaccination in Virginia



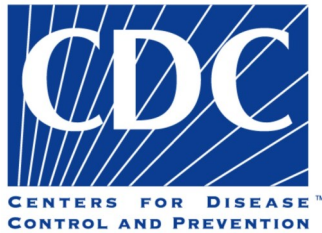
**Sign up**  
for free COVID-19 vaccine  
& check your pre-registration status.



**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/39vLLgj>



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 **phase 1b** of the vaccination process. It is expected the vaccine will be available to everyone by late spring of this year.

# How to Find a Vaccine Appointment



*If you have already been vaccinated, consider helping your friends, family, and neighbors get registered.*

**Call your doctor/primary care provider** to indicate your interest in receiving the vaccine when it's available.

## **Register with:**

*These only need to be done once.*



- **Virginia Department of Health:** <https://vaccinate.virginia.gov/> OR call **877-829-4682**
- **Dr. B** – a clearing house for last-minute vaccine appointments (a standby list for unused vaccines): <https://hidrb.com/signup> \*

## **Search daily through:**

- **VaccineFinder:** <https://vaccinefinder.org/> \*
- **CVS & Target:** <https://www.cvs.com/immunizations/covid-19-vaccine>
- **Kroger:** <https://www.kroger.com/i/coronavirus-update/vaccine>
- **Walmart:** <https://www.walmart.com/cp/1228302>
- **Sam's Club:** [https://www.samsclub.com/pharmacy?xid=hdr\\_subscriptions-services\\_pharmacy](https://www.samsclub.com/pharmacy?xid=hdr_subscriptions-services_pharmacy)
- **Giant:** <https://giantfood.com/pages/covid-info>

**Retailers must follow state guidelines for vaccinations.** Most are more restrictive and are vaccinating only 1b at this time, but restrictions are expected to lessen as vaccines become more widely available.

**Plan to receive your second shot at the same place/retailer as you receive your first.** Vaccines are allocated assuming the individual will return for a second vaccine, so if you obtain the second vaccine at a different location you are in effect taking a “first dose” from someone that needs it.

**Beware of Scams!** Vaccine providers will never call, email, or text asking for your social security number or payment. You may be asked to provide insurance/medical coverage info, but the vaccination should be no charge.

*\* Information here may be limited or incomplete as more providers and pharmacies are added in the coming days & weeks.*

## WHAT TO DO:

### BEFORE

your vaccine appointment:

- Wait at least **two weeks** between getting any other vaccination and getting a COVID-19 vaccine
- **Do not take anti-inflammatories** (ibuprofen, Tylenol) **before** your vaccine.
- **Dress in layers**—The vaccine goes in your upper arm. Wear a jacket that is easily removed over a sleeveless shirt or a shirt/sweater with a sleeve loose enough to roll up.
- **Bring an ID** with your name & date of birth
- **Don't arrive more than 10 minutes early.**

### DURING

your vaccine appointment:

- At your first dose, you will receive a **vaccine card** with the name of the vaccine manufacturer, the vaccine lot number, the date and the location. **Do not lose this.**
- **Stay on site for about 15 minutes after your vaccine dose** in case of any anaphylactic reaction (extremely rare).
- **Download the [v-safe app](#)** to track any side effects and report them to the CDC's Vaccine Adverse Event Reporting System.

### After

your vaccine appointment:

**You can take an anti-inflammatory** to counteract any soreness or fever.

Source: <http://bit.ly/3qha2Nh>

# COVID-19 Vaccines

Beginning March 5, 2021, the Blue Ridge Health District will offer three vaccines to protect against COVID-19. VDH does not recommend one brand of vaccine over another. Each has been proven to protect against serious illness, hospitalization, and death from COVID-19.

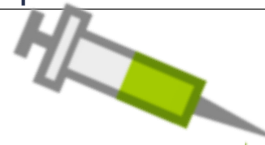
*Remember: choose whichever vaccine you have access to first!*

	JOHNSON & JOHNSON	PFIZER	MODERNA
<b>TYPE OF VACCINE</b>	Adenovirus Vector	mRNA	mRNA
<b>HOW IT WORKS</b>	Uses a type of virus that can't replicate, but carries information to cells about how to produce the coronavirus spike protein to cells, training the immune system to fight the virus.	Creates a protein that teaches the immune system to recognize the virus and fight against it.	Creates a protein that teaches the immune system to recognize the virus and fight against it.
<b>EFFECTIVENESS</b>	72% overall efficacy 14 days after only dose and 86% efficacy against severe disease, 100% effective at preventing hospitalization	95% overall efficacy 14 days after 2nd dose, and 100% effective at preventing hospitalization	94% overall efficacy 14 days after 2nd dose and 100% effective at preventing hospitalization
<b>RECOMMENDED FOR</b>	18 and older.	16 and older.	18 and older.
<b>DOSES NEEDED</b>	One shot.	Two shots, 21 days apart.	Two shots, 28 days apart.
<b>COMMON SIDE EFFECTS</b>	Fatigue, fever, headache, injection site pain, generally resolving within a day or two. Milder side effects than the Pfizer and Moderna vaccines. According to Johnson & Johnson No one suffered an allergic reaction in clinical trials.	Chills, headache, pain, tiredness, and/or redness and swelling at the injection site, generally resolving within a day or two. On rare occasions, mRNA can trigger an allergic reaction.	Chills, headache, pain, tiredness, and/or redness and swelling at the injection site, generally resolving within a day or two. On rare occasions, mRNA can trigger an allergic reaction.



Questions?

434-972-6261  
BlueRidgeHD.org



## WHAT DOES “FULLY VACCINATED” MEAN?

You are considered fully vaccinated against COVID-19:

- 2 weeks after your second (final) dose in a 2-dose series, like the Pfizer or Moderna vaccines, or
- 2 weeks after a single-dose vaccine, like Johnson & Johnson’s Janssen vaccine

If it has been less than 2 weeks since your final shot, or if you still need to get your second dose, you are NOT fully protected. Regardless of your vaccination status, keep taking [all prevention steps](#) to protect yourself and those around you.

More info: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html>

## NEW! EMERGENCY PROCEDURES POSTER

Replace any old posters in your area with this updated version. This poster should be visible in all offices, custodial closets, communications closets, and/or mechanical rooms that FM staff occupy.

Prior to posting, the yellow box that reads “When reporting an incident, your location is:” should be filled in with the physical address of the location the poster is displayed.

In the event an evacuation is the appropriate response ensure you are familiar with each locations designated assembly area. Use the following link to identify the appropriate location to report to: <https://veoci.com/v/p/dashboard/pcvr4qnr7q>. GES also added these locations to the FM Utility Viewer under the Emergency Response Tab and are identified as “Building Evacuation Locations.” Please familiarize yourself with these locations.

Please ensure all current posters are replaced by Friday, March 26th.

Contact Dan Shantler ([des5nw@virginia.edu](mailto:des5nw@virginia.edu) | Ph: 434-953-0934) in Systems Control with any questions or concerns.

Download a copy of the poster: <https://at.virginia.edu/20ZC616>



## EMERGENCY PROCEDURES

Always follow official instruction and use good judgment in the absence of instruction.

### BOMB THREAT

- Remain calm and attempt to keep the caller on the line as long as possible to gather as much information as possible.
- Write down the caller’s phone number; note any distinctive qualities about the caller’s voice or background noise.
- Attempt to obtain information on the description, location, and time/method of detonation of the device.
- Call 911 as soon as the call has ended.

### EARTHQUAKE

- If inside, stay there. DROP, COVER, HOLD ON!
- If there is nothing to hide under, crouch near an interior wall and cover head.
- If outside, stay outside and move away from buildings, street lights, and utility wires.
- Only evacuate if additional hazards threaten your safety.
- Call 911 to report injuries, fire, gas leaks, etc.

### FIRE/EXPLOSION

- Activate nearest fire alarm pull station.
- Evacuate; if smoke is present, stay low to the floor.
- Watch out for falling debris; take cover and protect head.
- If you become trapped, tap on a wall or pipe to alert rescuers.
- Call 911 when safe to do so.

### HAZARDOUS MATERIALS RELEASE

- Move away from the site of the hazard to a safe location.
- Call 911 when safe to do so.
- Call Environmental Health and Safety at 434-982-4911.
- Alert others to stay clear of the area.
- Notify emergency personnel if you have been exposed or have information about the release.

### INFRASTRUCTURE OUTAGE

- Voice Communications: 434-924-8600.
- Computer Systems: 434-924-4357.
- Water, power, heating, cooling: 434-924-1777.

### MEDICAL EMERGENCY

- If illness or injury is serious, do not move the person.
- Call 911.
- If appropriate and available, get an AED.
- Send someone to meet emergency responders outside and direct them to the person’s location.

### SEVERE WEATHER

- A WATCH means weather conditions are favorable for the development of hazardous weather.
- A WARNING means hazardous weather is happening or imminent.
- Seek shelter immediately; go to internal, lowest area of safety away from windows.
- If instructed to evacuate, follow evacuation procedures.

### SUSPICIOUS OBJECT

- Do not touch or disturb object.
- Call 911.
- Prepare to evacuate if instructed.

### SUSPICIOUS PERSON

- Do not confront, stop, or apprehend the person.
- Note the person’s description and suspicious activity.
- Call 911 and provide details on the person and direction of travel.

### TORNADO

- Seek shelter immediately; go to internal, lowest area of safety away from windows.
- Close all doors, including main corridors.
- Crouch near the floor or under heavy, well-supported objects and cover head.
- If outside, move inside a sturdy structure or lie down in a low area such as a ditch and cover head.
- Call 911 to report injuries, fire, gas leaks, etc.

### VIOLENT INCIDENT

- RUN: Evacuate if a safe route is available.
- HIDE: If it is unsafe to escape, hide in an area out of view.
  - Lock the door and block entry; stay behind solid objects away from the door.
  - Turn off lights and computers; silence cell phones.
- FIGHT: Prepare to defend yourself if necessary.
- Call 911 when safe to do so.

When reporting an incident, your location is:

### Evacuation Guidelines

- Leave using nearest exit or alternative if blocked.
- Never use an elevator.
- Take personal items, but don’t delay departure.
- If unable to exit, move to designated areas of refuge.
- Once outside, go to designated assembly area.
- Do not reenter until instructed by authorities.

### Shelter in Place Guidelines

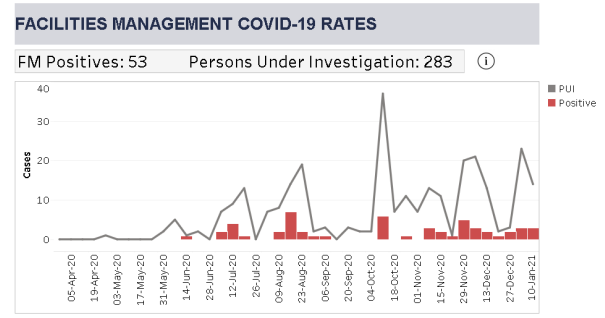
- Evaluate the situation and choose the most appropriate shelter location.
- Move to shelter, taking your go-bag.
- Remain sheltered until instructed it is safe to leave.
- Monitor news and UVA emergency page for latest information.

Responses for the Health System may vary; follow procedures in your Red Book  
For additional information, see <https://uvaemergency.virginia.edu>.

UVA Emergency Management | [uvaem@virginia.edu](mailto:uvaem@virginia.edu) | Reviewed annually and revised as needed (rev. 12/2020)

## 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.

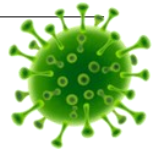
**COVID-19 On Grounds Guidelines** are to be enforced by supervisors to ensure that the potential for exposure to any asymptomatic individual remains as low as possible. FM Occupational Programs is working with the University to help educate employees and prevent the spread of COVID-19.

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.

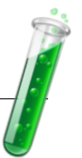
**If you are not experiencing symptoms:**

- **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.



## OHS TRAINING

Are you up to date on your safety training? FM Occupational Health and Safety has pivoted to offer many subjects over Zoom and continue to offer hands-on training following all COVID-19 prevention protocols in person.



Email [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu) to request a class for your employees.

See your group's training records: <https://at.virginia.edu/38cjhs1>

*This Tableau report is accessible by anyone with Tableau access: FM management and management staff.*

*Class info is added 5-7 days after a training is completed.*

This link can also be found on the **OHS Training** page: <http://bit.ly/FMOHSTraining>

## DIVERSITY, EQUITY & INCLUSION

### Virginia Festival of the Book is Here!

Check out the multitude of events on [their website](#) including the following:



Nonfiction writers 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*)

discuss their investigations into American environmental injustices, from sewage and sanitation management systems that reinforce systemic class, racial, and geographic prejudices, to Flint's water crisis and other industrial impacts leading to contaminated waters, illness, and loss. **March 20th 7-8pm:** <http://bit.ly/38PQPMY>

Advocate and author Judith Heumann (*Being Heumann: An Unrepentant Memoir of a Disability Rights Activist*) discusses her book and her life's work in conversation with John Wodatch. Through *Being Heumann*, one of the most influential disability rights activists in U.S. history tells her personal story of fighting for the right to receive an education, have a job, and just be human.

**March 23rd 7-8pm:** <http://bit.ly/2P6VCCM>



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



## DIVERSITY, EQUITY & INCLUSION (CONTINUED)

### UVA and the History of Race

Established in 2018 at the direction of then-President Teresa A. Sullivan and supported by current President Jim Ryan, the commission complements the findings and recommendations of the President's Commission on Slavery and the University, which concluded its formal work last year. Published as a series on UVA Today, the stories are written by faculty authors and by researchers who serve as members of the Commission on Segregation, or who conducted research as part of the commission's work.

### Property & Power

In 1965, Charlottesville utilized eminent domain to acquire and raze the Vinegar Hill neighborhood and business district and attempted to redevelop it for a new thoroughfare and commercial project. The project displaced more than 600 Black families and resulted in the closing of more than 30 Black-owned businesses.



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Read more: <https://news.virginia.edu/content/uva-and-history-race-property-and-power>

### Asian and Asian Americans in UVA's History



To recount the history of Asians at UVA, we must keep in mind this constant-yet-shifting triangulation of Asians between Black and white. While this history is of particular interest to UVA's current Asian American students, staff and faculty, it is also unclear whether these early Asian students would be legible as Asian American by today's standards, since students like Yen not only held themselves distinct from other Asians in the U.S., but ultimately returned to

their home countries for their careers and families.

Read more: <https://news.virginia.edu/content/race-so-different-asians-and-asian-americans-uvas-history>

## OCCUPATIONAL TRAINING

### EPA Section 608 Universal Certification Zoom Session

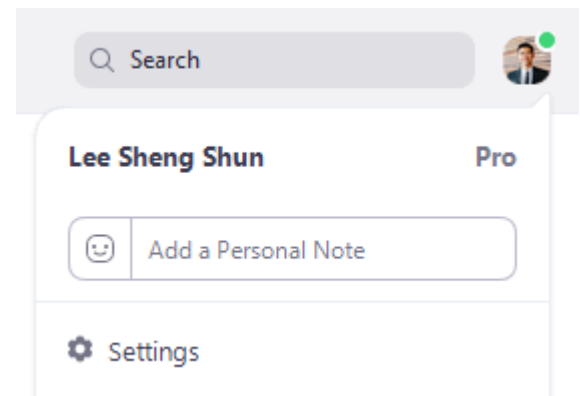
Professional development opportunity for HVAC Mechanics interested in obtaining their EPA Section 608 Certification in Types I, II, and III air conditioning and refrigeration systems. Instruction will be provided via Zoom session and hosted by Charlottesville-Albemarle Technical Education Center (CATEC). Minimum class size for enrollment is six participants. Cost is \$125 per attendee. Education Benefit submission assistance is available by request.

Contact [FM-Training@virginia.edu](mailto:FM-Training@virginia.edu) for more information.

### ZOOM Tip of the Week: Set a Virtual Background from Your Desktop Device

Download the Desktop Client: <https://virginia.zoom.us/download>

1. Open the Zoom Desktop Client and sign in using the SSO Option– UVA’s Company Domain is **virginia**
2. Click your **profile picture** in the top right, then click **Settings**:

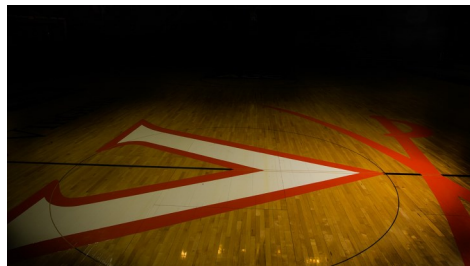


3. Select **Virtual Background**:  Virtual Background

- ⇒ Check “I have a green screen” only if you have a physical green screen set up. You can then click on your video to select the correct color for the green screen.
- ⇒ If prompted, click Download to download the package for virtual background without a green screen.

4. Click on an **image** to select the desired virtual background or add your own image by clicking + and choosing if you want to upload an image or a video.

Get UVA Zoom Backgrounds here: <http://at.virginia.edu/20sVMUB>



**More Occupational Training >>>**

## OCCUPATIONAL TRAINING (CONTINUED)

### <sup>NEW</sup> Current FM Job Openings

*Opportunities within UVA FM as of March 17, 2021.*

- R0022696 - Construction Superintendent
- R0019932 - Licensed Tradespeople (HVAC, Electrical or Plumbing), Shift
- R0022572 - Shift Trades Utility Senior Worker
- R0022573 - Trades Utility Senior Worker
- R0022674 - HVAC Mechanic
- R0022676 - Senior HVAC Mechanic
- R0022689 - Carpenter
- R0022786 - Electrician
- R0022684 - Custodial Supervisor
- R0022578 - Associate Director of Health System Physical Plant
- R0022578 - Assistant Director of Regulatory Compliance
- R0022691 - Elevator Assistant Mechanic
- R0022884 - Mechanical Engineering Associate



### To Review/Apply

Current UVA employees should search and apply for jobs using their existing [Workday account](#):

- Access Workday via Netbadge login: <https://bit.ly/2QhW1mt>
- Enter “Find Jobs” in the search bar to begin.
- Search the Find Jobs list by job title.

See UVA HR’s [How to Apply: for Internal Candidates](http://bit.ly/3ePAQ5s): <http://bit.ly/3ePAQ5s>

External applicants (not currently employed by UVA) will be prompted to create a profile in Workday when applying: <https://uva.wd1.myworkdayjobs.com/UVAJobs>

*Special thanks to Eddie Morris & the Elevator Shop for the newsletter suggestion!*

### Microlearning: Healthy Dialogue (Tough Conversations)

*What is MicroLearning? Learning packaged in manageable 5-15 minute sessions.*

#### **DAY 1: HEALTHY DIALOGUE BACKGROUND**

<https://youtu.be/JT2aVzcNiAs>

#### **DAY 2: START WITH HEART**

<https://youtu.be/5vnpldwqKQY>

#### **DAY 3: MASTER YOUR STORIES**

[https://youtu.be/QaCwLXb3\\_GI](https://youtu.be/QaCwLXb3_GI)

#### **DAY 4: CREATING SAFETY & SHARED MEANING**

<https://youtu.be/03IBOfYSie4>

#### **DAY 5: TAKING ACTION**

<https://youtu.be/aFn6qZj4BrM>



**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.

**March 19: National Let's Laugh Day**

**March 20: Spring Equinox**

**March 21: National French Bread Day**

**March 22: World Water Day**

**March 23: Near Miss Day**

**March 24: National Chocolate Covered  
Raisin Day**

**March 25: National Medal of Honor Day**

**March 26: Wear A Hat Day**