

# The Occupational Programs Weekly Wrap Up

UVA Facilities Management

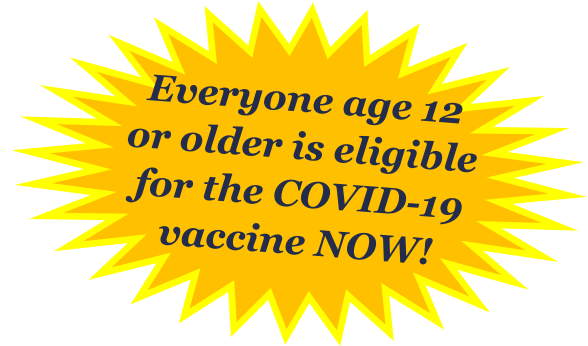
05.21.2021

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### **COVID-19 RESOURCES**

- Updates to COVID-19 FAQs
- We are nearly there! Keep stopping the spread!
- FREE COVID-19 Testing Resources for FM Employees
- Local & National Information & Resources on Vaccines
- Local Walk-In Vaccine Clinics
- Make Your Vaccine Appointment and Help Your Family Get Registered!

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

## **UVA REQUIRES STUDENTS TO GET VACCINE / EXPECTS EMPLOYEES TO**

In [an email sent on Thursday](#), May 20, UVA leadership stated “The University expects all UVA and UVA Health faculty and staff who do not have a need for medical or religious exemption to get vaccinated as soon as possible.”

See vaccine FAQs & schedule an appointment:

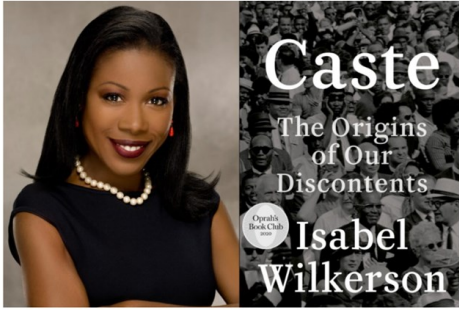
<https://at.virginia.edu/UVAVaccineFAQs>

## **REMINDER:**



## DIVERSITY, EQUITY & INCLUSION

### The FM Diversity Committee is reading *Caste* together – Join us!



Isabel Wilkerson is the author of the New York Times Bestseller "The Warmth of Other Suns." Her most recent work is called "Caste." COURTESY OF PENGUIN RANDOM HOUSE

Join the FM Diversity Committee in reading *Caste* by Isabel Wilkerson. Pick up your copy and let Rollie Zumbrunn, committee chair, know you would like to be a part of the conversation.

If you would like support in acquiring your copy of the book, please reach out to Rollie at [rz9t@virginia.edu](mailto:rz9t@virginia.edu).

### Thank You! EOCR Training

We had over 400 FM employees participate in the recent EOCR sessions on preventing harassment, discrimination, retaliation, and sexual misconduct in the workplace. Here is important contact information to reach out to EOCR with any questions you may have:

- **EOCR**  
(434) 934-3200, [uvaeocr@virginia.edu](mailto:uvaeocr@virginia.edu)
- **Title IX Office**  
(434) 297-7988, [titleixcoordinator@virginia.edu](mailto:titleixcoordinator@virginia.edu)
- **University ADA Office**  
(434) 924-3295, [adacoordinator@virginia.edu](mailto:adacoordinator@virginia.edu)



In addition, you can report a situation anytime using **Just Report It:**

<https://justreportit.sites.virginia.edu/Report/Submit>

### How to Become a More Humble Leader

**What is Humility?** When you think of some famous recent leaders like Donald Trump, Elon Musk, or Jeff Bezos, humility is far from the first leadership trait that comes to mind. Whether you believe those leaders have humility or not, we often don't think of humility in leaders because we don't know what it is.

**Websters defines it as:** *freedom from pride or arrogance, the quality or state of being humble.*

Being humble isn't a lack of confidence or not believing in yourself. In fact, quite the opposite is true. To have freedom from pride and arrogance, it must start from a place of introspection.

Read more:

<https://www.linkedin.com/pulse/how-become-more-humble-leader-john-eades>

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



## DIVERSITY, EQUITY & INCLUSION (CONTINUED)

### Leverage Accountability in Leadership

May 27th at 2pm

The development of your accountability skills will make a tremendous difference in helping you lead your best in 2021. Leveraging Accountability in Leadership is virtual workshop to help managers, directors, and supervisors properly leverage accountability in their leadership approach. Get the conversation models and frameworks that allow you to raise the level of accountability on your team or in your organization.

Register: <https://learnloft.com/accountability-workshop/>

### Uncovering the Legacy of UVA's first Black Woman Graduate

**E. Louise Stokes Hunter** – her first name was Ella, but she always went by Louise – grew up in Petersburg and excelled in school from an early age. “She always said she was teased by her friends and classmates for being so studious and scholarly,” Washington said. She would go on to attend Howard University for her undergraduate degree, Harvard for her Master of Education, and UVA for her doctorate.

Learn more: <https://at.virginia.edu/qcUTF0>



## APPRENTICESHIP

### SPECIAL THANKS

A special thanks to the Apprentices who have experienced a unique year in the program. This is the first year the classroom training, trades roundtables, and one-on-ones have been all virtual due to the coronavirus pandemic. Apprenticeship Program leadership would like to commend apprentices' resiliency, willingness to adapt, and hard work over the past 12 months.



### REMINDER: 2021 APPLICATION PERIOD EXTENDED TO MAY 30!

Two trades tracks are available:

- Licensed Trades: Plumbing ▪ Electrical ▪ HVAC
- Non-licensed Skilled Trades: Carpentry ▪ Masonry

No trades experience required. Information on the application process and links to the applications can be found online at

<https://apprenticeship.fm.virginia.edu/application.html>

*Please share!*





## Current FM Job Openings

*Opportunities within UVA FM as of May 20, 2021:*

- R0024403 Electrical Engineer
- R0024402 Power & Light Manager
- R0024455 Custodial Services Worker
- R0024087 Executive Assistant to the AV-P/CFO
- R0024318 Custodial Services Supervisor, Evening Shift
- R0024438 Trades Utilities Senior Worker
- R0024093 Sustainability Outreach & Engagement Specialist, Green Labs
- R0024368 Computer Help Desk Tech (Student Wage)
- R0022628 Assistant Director for Regulatory Compliance
- R0024090 Energy and Sustainability Engineer
- R0023930 Apprentice – Plumbing, Electrical or HVAC
- R0023928 Apprentice – Carpentry or Masonry
- R0022676 HVAC Mechanic Senior
- R0023447 HVAC Shift Mechanic, Central Grounds Zone
- R0022674 HVAC Mechanic
- R0022915 Trades Utility Senior Worker
- R0022940 Plumber
- R0022572 Trades Utility Senior Worker, Shift
- R0022696 Construction Superintendent
- R0022691 Elevator Assistant Mechanics
- R0019932 Licensed Tradespeople (HVAC, Electrical or Plumbing), Shift
- R0020254 Space Project Manager
- R0022573 Trades Utility Senior Worker

## 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>

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

Questions on job listings should be directed to **AskHR@virginia.edu**

# OCCUPATIONAL HEALTH & SAFETY

## Working at Height

### Know the Hierarchy of Risk:

**Bernie says!**



Use a mobile scaffold or elevated work platform (EWP)



**DO THE JOB AT GROUND LEVEL**  
Try to bring the job to ground level so that there is no risk of falling



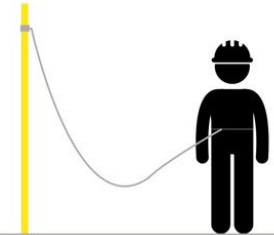
**INSTALL FIXED GUARDRAILS**  
Put up a solid barrier or handrail so you cannot fall



**FALL RESTRAINT SYSTEM**  
Use a fall restraint system incorporating a harness and fixed length lanyard to stop you reaching the edge



**ROPE ACCESS / LIMITED FREE FALL**  
Use limited freefall or work-positioning such as rope access to limit fall to less than 600mm

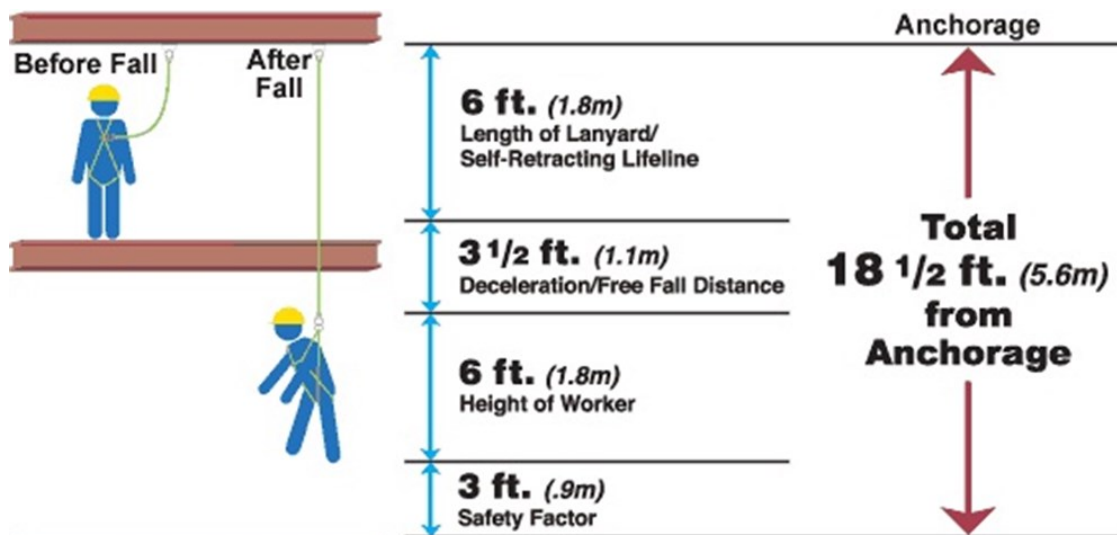


**FALL ARREST SYSTEM**  
Use a fall arrest system incorporating a harness, lanyard and an energy absorber to arrest you should you fall

**LOWER RISK**

**HIGH RISK**

### Calculate Your Fall Distance:



*All fall protection equipment must be inspected annually by your group's fall protection competent person.*

*Questions about fall protection?*

*FM-  
[OHS@virginia.edu](mailto:OHS@virginia.edu)*

## RED WING SHOE TRUCK

The Red Wing Shoe Truck is returning to Grounds on **June 8!** It will be at the FM Shop Building from 7:30 AM to Noon and at the HSPP Loading Dock from 1:00 to 3:00 PM.

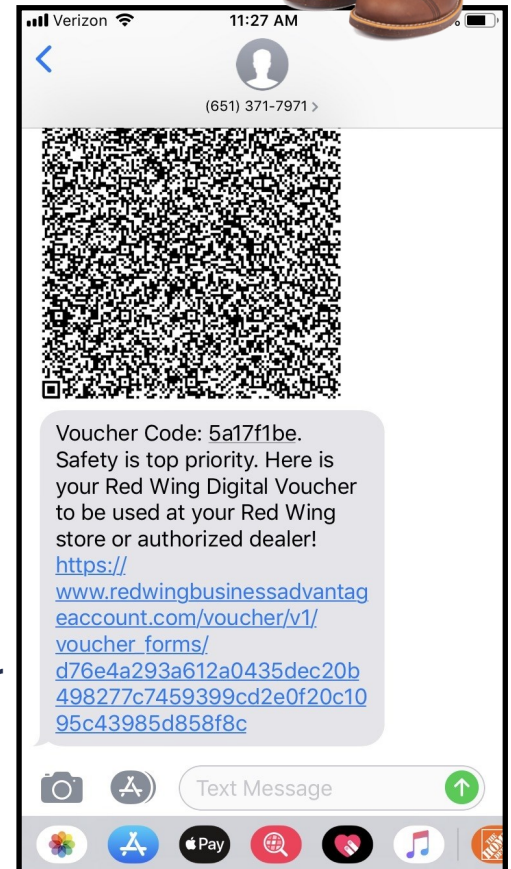
### UPDATES to the Shoe Truck Process:

- FM employees can visit the shoe truck by appointment ONLY. Book your slot now for June 8: <https://redwingcharlottesville.com/uva>
- Only one FM employee at a time is allowed on the truck.
- Face covers are required at all times on the shoe truck and must cover your nose and mouth, regardless of vaccination status.

### Routine Reminders:

- Employees needing safety shoes need to submit a request via the online portal: <http://bit.ly/FM-PPE>
- If your shoe order is taking more than 10 days, email [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu) to follow up.
- UVA FM only provides vouchers for Red Wing shoes. No other stores are part of the FM safety shoe program. If Red Wing can verify that they are unable to fit an employee, please have the Red Wing representative reach out to [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu) for next steps.
- Vouchers will be released weekly via text and/or email. Emails will come from [no-reply@redwingbusinessadvantageaccount.com](mailto:no-reply@redwingbusinessadvantageaccount.com) and include a link to download a PDF voucher. Texts will come from (651) 371-7971 and include a code that's scannable.

View the latest updates to the shoe program online at <http://bit.ly/FM-PPE>



## PRACTICE PEDESTRIAN SAFETY!

- Be predictable. Follow the rules of the road and obey signs and signals.
- Walk on sidewalks whenever they are available. If there is no sidewalk, walk facing traffic and as far from traffic as possible.
- Keep alert at all times; don't be distracted by electronic devices that take your eyes (and ears) off the road.
- Whenever possible, cross streets at crosswalks or intersections, where drivers expect pedestrians. Look for cars in all directions, including those turning left or right. If a crosswalk or intersection is not available, locate a well-lit area where you have the best view of traffic. Wait for a gap in traffic that allows enough time to cross safely; continue watching for traffic as you cross.

# OCCUPATIONAL HEALTH & SAFETY

## COVID-19: UPDATES



### OHS has made the following updates to the COVID-19 FAQs:

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

- **Does UVA require employees to wear face coverings on Grounds?**

Unvaccinated individuals must wear face coverings at all times when indoors, except when alone in private spaces like individual offices. *Cubicles are not to be considered private offices.* Outdoors, unvaccinated individuals must wear a face covering at all times, even when they can maintain a physical distance of at least six feet.

Both vaccinated and unvaccinated employees should continue to have face coverings within reach at all times during the workday as certain buildings may still require them, including within UVA Health Facilities. Face coverings are also required to be worn by both driver and passenger in any UVA FM vehicle, regardless of vaccination status. Face coverings must be worn on University transit buses.

Vaccinated employees may continue wearing face coverings in any setting.

For more information see [UVA Policy SEC-045](#) which governs face coverings on Grounds, and [16VAC25-220](#) from the Virginia Occupational Safety and Health (VOSH) Program of the Virginia Department of Labor and Industry.

Note that both federal and state law allow employers to require employees to wear face coverings as necessary steps to protect public health.

- **What do I do if I have been exposed to someone that has COVID-19?**

**Exposed** means you have been within 6 feet (2 meters) of someone with COVID-19 for a total of 15 minutes or more over a 24-hour period.

If you are not yet [fully vaccinated](#) against COVID-19:

- Notify your supervisor immediately. Go home or stay home until you speak with a doctor.
- Contact your healthcare provider, Teladoc, or UVA Employee Health for help determining your level of exposure and risk of infection. You may be a carrier of the virus without displaying any of the common symptoms.
- Monitor your own symptoms and body temperature closely.
- You may be instructed to **quarantine**, which means stay home and avoid contact with others. Do not go to work or school. Do not take public transportation such as buses, trains, taxis, or ride-shares, if possible. Leave home only to seek necessary medical care. Self-quarantine separates someone who might have been exposed to the virus from others. A note from your doctor can ensure you can use UVA's Public Health Emergency leave (PHEL) until test results are received.

If you are [fully vaccinated](#):

- Monitor yourself closely for symptoms. It is unlikely for you to become infected with COVID-19, but not impossible.
- Follow any instructions given to you by the Health Department to help stop the spread of COVID-19.

Continued >>>



## OCCUPATIONAL HEALTH & SAFETY (CONTINUED)

### MORE updates to the COVID-19 FAQs:

- **I am fully vaccinated. Do I still need to wear my face cover and physically distance?**

"Fully vaccinated" means you received your final COVID-19 vaccine dose more than 14 days ago.

To protect yourself and others you work with, you must follow these recommendations:

- Be sure to keep your mask within reach at all times while at work. UVA Health facilities and other buildings on Grounds, as well as busses and vehicles will still require face coverings.
- Stay at least 6 feet away from others
- Avoid crowds
- Avoid poorly ventilated spaces
- Wash your hands often

It's important for everyone to continue using all the tools available to help stop this pandemic. See [UVA Policy SEC-045](#) for more information.

Together, COVID-19 vaccination and following CDC's recommendations for [how to protect yourself and others](#) will offer the best protection from getting and spreading COVID-19.

Additional information can be found at [key things to know about the COVID-19 vaccine](#).

- **What is the policy for vehicle use during COVID-19?**

FM employees and their managers must make every effort to avoid having passengers in any FM vehicle, including trucks, van, cars, Kubotas and Gators. If there is a situation that requires you to have a passenger in any type of vehicle, your leadership team must approve prior to proceeding. Use of alternative transportation, including walking, cycling, and driving personal vehicles (when and where permitted) is encouraged. **Regardless of vaccination status, no more than one passenger is allowed in any FM vehicle, regardless of circumstances.** 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.** Employees are responsible to sanitize surfaces in vehicles before and after each period of use.

For more information, see [16VAC25-220](#) from the Virginia Occupational Safety and Health (VOSH) Program of the Virginia Department of Labor and Industry.

**See all FAQs:** <https://www.fm.virginia.edu/depts/ohs/covid-faqs.html>



## OCCUPATIONAL HEALTH & SAFETY

### COVID-19: WE ARE NEARLY THERE!

#### What does this mean for you?

- Keep doing what you're doing — Wash your hands, keep your distance, don't report to work if you're sick, and wear your face cover if you are unvaccinated. (Vaccinated individuals are still required to wear a face cover in some settings.) This is stopping the virus spread and keeping the cases dropping!
- **Schedule your vaccine.** Johnson & Johnson's one-and-done shot is back in the game, so there's plenty of vaccines to go around! **Schedule online:**
  - Blue Ridge Health District: <https://register.vams.cdc.gov/?jurisdiction=BR>
  - UVA Health: <https://myshot.healthsystem.virginia.edu/mychart/openscheduling?specialty=9&hidespecialtysection=1>

Vaccines are **FREE** and help protect you from the coronavirus. *The Pfizer vaccine has now been approved for children 12 and older.*

- UVA & the Commonwealth of Virginia may continue restrictions for somewhat longer to ensure community cases remain low.
- 

### FREE COVID-19 TESTING RESOURCES FOR UVA FM EMPLOYEES

Some FM groups are requiring weekly testing of employees on Grounds to prevent the asymptomatic spread of the virus that causes COVID-19. If you are not part of these groups or would like additional testing:

**If you have 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 several on-Grounds locations, now **by appointment ONLY:****
  - **Make an appointment:** <https://time2test.sites.virginia.edu/> (log in with Net-badge.)
  - **See sites & hours:** <https://besafe.virginia.edu/testing-sites-and-hours>

**If you think you have been exposed, but aren't having symptoms,** reach out to Employee Health for testing and/or guidance at 434-924-2013.

# ***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 final 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



## **Employees can now use PHEL to receive their COVID-19 Vaccine.**

UVA's Public Health Emergency Leave (PHEL) is now approved for use if employees have to take time away from work to receive a COVID-19 vaccine (either dose), in addition to being available for quarantine & recovery from COVID-19. PHEL can be accessed under *Occasional Time Off* in the Workday time off/absence request area. Contact UVA FM's HR Business Partners for more information: <https://www.fm.virginia.edu/employees/hrforms.html>

## **About the Vaccine & More Resources:**



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



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

**[BlueRidgeCOVID.org](https://www.blueridgecovid.org)**: This website serves as a portal for COVID-19 resources within the Blue Ridge Health District and includes information on vaccine appointments, Frequently Asked Questions, job opportunities, case counts and vaccine dashboards, and more. Easy-to-follow icons guide users to a number of resources from the Blue Ridge Health District, Virginia Department of Health, and community partners. *Launched by the Blue Ridge Health District in partnership with Red Light Management, this website is available in both English and Spanish.*



**v-safe<sup>SM</sup>**  
after vaccination  
health checker

Anyone receiving their first dose of the COVID-19 vaccine is 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.

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. Everyone 12 years and older is now eligible for a vaccine.**



# COVID-19 VACCINE WALK-IN AVAILABILITY

**May 2021**

## Weekly Walk-ins



### JCPenney in Charlottesville (J&J, Moderna, Pfizer)

- 1639 Rio Rd E | (434) 972-6261
- Mon. | 4:30PM-7:30PM
- Tues/Thur | 10AM-11:30AM, 12:30PM-2:30PM



### Walmart in Charlottesville (Moderna, J&J)

- 975 Hilton Heights Rd | (434) 973-1412
- Sun. | 10AM-1:30PM, 2PM-6PM
- Tues. | 6AM-1:30PM, 2PM-6PM
- Mon/Wed/Thur/Fri/Sat | 9AM-1:30PM, 2PM-7PM



### Walmart in Ruckersville (Moderna, J&J)

- 135 Stoneridge Dr N | (434) 990-6013
- Sun. | 10AM-1:30PM, 2PM-6PM
- Tues. | 6AM-1:30PM, 2PM-7PM
- Mon/Wed/Thur/Fri/Sat | 9AM-1:30PM, 2PM-7PM

### Walmart in Zion Crossroads (Moderna, J&J)

- 164 Camp Creek Pkwy | (540) 832-1259
- Sun. | 10AM-1:30PM, 2PM-6PM
- Tues. | 6AM-7PM
- Mon./Wed./Thur./Fri. | 9AM-7PM
- Sat. | 9AM-1:30PM, 2PM-7PM



### Sam's Club in Charlottesville (J&J, Moderna)

- 970 Hilton Heights Rd | (434) 978-2122
- Mon.-Fri. | 9AM-1:30PM, 2PM-7PM
- Sat. | 9AM-1:30PM, 2PM-7PM

### Parkway Pharmacy in Crozet (J&J)

- 5771 The Square | (434) 823-6337
- Mon./Tues./Thur./Fri./Sun | 9AM-6PM



### Your Scottsville Pharmacy (J&J, Moderna)

- 295B E Main St | (434) 286-6009
- Mon.-Fri. | 9AM-6PM
- Sat. | 9AM-1PM

CALL  
BEFORE  
VISITING

### Top Notch Family Pharmacy in Charlottesville (J&J)

- 943 Preston Ave | (434) 995-5595
- Mon./Fri. | 12PM-6PM

## SPECIAL EVENTS

### 5/12 SUNRISE PARK COMMUNITY CENTER

Pfizer 3PM-7:30PM  
1412 Carlton Ave

### 5/13 GRACE EPISCOPAL CHURCH

Johnson & Johnson 10AM-2PM  
1934 Crabtree Falls Hwy

### 5/22 WILLIAM MONROE HIGH SCHOOL

Moderna 10AM-2PM  
254 Monroe Dr

### 5/27 NELSON COMMUNITY CENTER

Moderna, Pfizer 10AM-2PM  
8445 Thomas Nelson Hwy

### 5/27 TUCKAHOE COMMUNITY CENTER

Johnson & Johnson 9:30AM-11:30AM  
443 Monacan Dr

### 5/28 CARYSBROOK RECREATION CENTER

Moderna 10AM-2PM  
8788 James Madison Hwy

Questions about these events?  
Call our COVID-19 hotline.

**(434) 972-6261**

**[blueridgecovid.org](https://blueridgecovid.org)**

# Make Your Vaccine Appointment



All UVA staff should have received an invitation by now to schedule a COVID-19 vaccine. If you have not had an opportunity to schedule an appointment call the UVA COVID Vaccine Call Center at 434-297-4829.

*If you have already been vaccinated or have an appointment, consider helping your friends, family, and neighbors get registered using the resources below.*

## Search daily through:

- VaccineFinder: <https://vaccinefinder.org/> \*
- BRHD's direct link to the VAMS appointment system:  
<https://register.vams.cdc.gov/?jurisdiction=BR>

## Make an appointment through UVA:

Appointments are available at the Seminole Square Community Vaccination Center for **anyone** age 12 and older, depending on supply availability.

Please invite your family, friends, and neighbors to make an appointment today by contacting the UVA COVID Vaccine Call Center at 434.297.4829 (4VAX). The call center is in operation Monday-Saturday, 8 a.m.-8 p.m.

## Register with Virginia Department of Health:

*This only need to be done once.*

Visit <https://vaccinate.virginia.gov/> OR call 877-829-4682

If you are eligible in Phase 1a, 1b, or 1c and you don't find an appointment through VaccineFinder that meets your needs, you may pre-register for a priority appointment. Your local health district will contact you within a week to schedule your appointment.



## Reminders:

- **Retailers must follow state guidelines for vaccinations.** Restrictions are expected to lessen as vaccines become more widely available.
- **You are no longer required to receive your second shot at the same place/retailer as you receive your first.** If you are having difficulty obtaining a second dose appointment, please call 1-877-VAX-IN-VA (1-877-829-4682) and an agent will help you find an appointment. You can also email [2ndvaxdose@vdh.virginia.gov](mailto:2ndvaxdose@vdh.virginia.gov) for assistance. If you received a first dose, you should receive a second dose of the same vaccine brand. These should not be mixed.
- **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 ID and/or insurance/medical coverage info, but this is optional and 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.





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

**May 21: National Bike to Work Day**

**May 22: Buy A Musical Instrument Day**

**May 23: National Lucky Penny Day**

**May 24: National Brother's Day**

**May 25: National Sing Out Day**

**May 26: World Lindy Hop Day**

**May 27: National Grape Popsicle Day**

**May 28: National Don't Fry-Day**