

# The Occupational Programs Weekly Wrap Up

UVA Facilities Management

07.23.2021

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- How to View & Apply for FM Job Postings
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***and as always,  
Reasons to Celebrate!***

## **Quick!**

### **Take a Minute for Your Mental Wellbeing:**

- 1. Give yourself credit! *You are working hard!***
- 2. Take a break.**  
*In those moments when it all seems like too much, step away for a second to refocus.*
- 3. Get sufficient sleep.**  
*Sleep energizes your brain cells, keeps up your motivation for daily life activities, and gives you a more peaceful feeling about your day.*
- 4. Maintain a balanced diet.**  
*Eating well is key to overall health, including your mental wellbeing.*
- 5. Ask for help when you need it.**  
*This can be via [FEAP](#) or even just letting your supervisor know you are overwhelmed.*

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- Bee Aware: Non-Work-Related Hearing Loss
- Common Sources of Noise & Their Decibel Levels
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## APPRENTICESHIP

### ONWARD AND UPWARD: APPRENTICE GRADUATE TAKES PRIDE IN SHAPING THE FUTURE OF SKILLED TRADES



*Derek Leake, HVAC Mechanic, HSPP Zone 2 & future Greene County Schools HVAC Instructor*

Derek Leake is a 2018 UVA Apprenticeship Program graduate and currently an HVAC Mechanic in Zone 2 of the UVA Facilities Management Health System Physical Plant. He started his apprenticeship outside of UVA before joining the program as a second year. He was attracted to UVA due to the benefits and security the job provided, as well as the opportunities and education the Apprenticeship Program offered. In addition to technical training, Derek credits his time at UVA for providing him with professional skills – people skills and customer service – and for an inside look at how a large organization functions.

Derek says he “sort of fell into” HVAC work after high school: As a high school graduate, he was unsure of his career options. He took classes at CATEC and worked as an HVAC helper for a local

repairer and installer. Since then, HVAC work has become his career at UVA. **In his role as an HVAC mechanic, Derek has had the opportunity to train current UVA apprentices and having now experienced both sides of the program – trainer and trainee – Derek discovered his passion for being an educator. He has accepted an offer to become the Greene County Public Schools HVAC Instructor and starts later this summer.**

While we are sad to see him go as a mechanic and trainer, we are thrilled for this next step in his career. He is excited to be training the next generation of the workforce. Derek says, **“They may not have all of the knowledge after two years of high school classes, but they will definitely have a head start on a career.”** Derek is a Greene County native and is passionate about seeing the excitement and growth of knowledge as students learn. Particularly as they learn necessary skills in order to be a valuable employee right out of high school.

**UVA FM Apprenticeship is always proud to see our graduates grow and excel, even if sometimes that mean a move away from UVA. Not only are we building the future of skilled trades, we are providing resources for individuals to become leaders, find their passion, and empower others.**



## OCCUPATIONAL HEALTH & SAFETY

### BEE AWARE: NON-WORK-RELATED HEARING LOSS

People often encounter loud noises away from work. Loud noises anywhere can contribute to hearing loss.

- *Keep in mind that if you are exposed to loud noises your **inner ear hair cells need time to rest and bounce back.***
- *If you expose yourself to loud noise at home it **adds** to your **total noise exposure** for the day.*



*Exposure to loud noise comes from everyday activities in your homes and communities:*

#### Everyday Activities

- Music from smartphones and personal listening devices, particularly when the volume is set close to the maximum
- Music from home or car sound systems
- Fitness classes
- Children's toys

#### Events

- Concerts, restaurants, and bars
- Sporting events, such as football, hockey, and soccer games
- Motorized sporting events, such as monster truck shows, stock car or road races, and snowmobiling
- Movie theaters

#### Tools and More

- Power tools: Drills, saws, air compressor, etc.
- Gas-powered lawnmowers, leaf blowers, and weed whackers
- Sirens
- Firearms: Recreation and hunting



**Learn more about Common Sources of Noise and Decibel Levels >>>>**



## OCCUPATIONAL HEALTH & SAFETY

### COMMON SOURCES OF NOISE AND THEIR DECIBEL LEVELS

Sounds and Noises		
Everyday Sounds and Noises	Average Sound Level (measured in decibels)	Typical Response (after routine or repeated exposure)
Softest sound that can be heard	0	Sounds at these dB levels typically don't cause any hearing damage.
Normal breathing	10	
Ticking watch	20	
Soft whisper	30	
Refrigerator hum	40	
Normal conversation, air conditioner	60	
Washing machine, dishwasher	70	You may feel annoyed by the noise
City traffic (inside the car)	80-85	You may feel very annoyed
Gas-powered lawnmowers and leaf blowers	80-85	Damage to hearing possible after 2 hours of exposure
Motorcycle	95	Damage to hearing possible after about 50 minutes of exposure
Approaching subway train, car horn at 16 feet (5 meters), and sporting events (such as hockey playoffs and football games)	100	Hearing loss possible after 15 minutes
The maximum volume level for personal listening devices; a very loud radio, stereo, or television; and loud entertainment venues (such as nightclubs, bars, and rock concerts)	105-110	Hearing loss possible in less than 5 minutes
Shouting or barking in the ear	110	Hearing loss possible in less than 2 minutes
Standing beside or near sirens	120	Pain and ear injury
Firecrackers	140-150	Pain and ear injury

Source: [https://www.cdc.gov/nceh/hearing\\_loss/what\\_noises\\_cause\\_hearing\\_loss.html](https://www.cdc.gov/nceh/hearing_loss/what_noises_cause_hearing_loss.html)

## TRAINING: OCCUPATIONAL HEALTH & SAFETY

UVA FM-OHS is continuing to train FM employees and others in person as needed. At in-person classes, it is the expectation that **all employees who are not fully vaccinated (2 weeks after their final shot) will wear a face cover and will practice physical distancing to prevent the possibility of spreading illness.** Employees must follow [UVA Facilities Management COVID-19 On-Grounds Work Guidelines](#) at all times: <https://at.virginia.edu/CDfsqO>

*Thank you for your willingness and understanding as we all adjust to the new normal.  
These guidelines will be updated as vaccination rates increase and case numbers fall.*

## **OCCUPATIONAL HEALTH & SAFETY**

### **FOCUS: SAFETY & HEALTH MANAGEMENT SYSTEM PROGRAM**

UVA FM's Safety and Health Management System Program (formerly known as UVA FM Safety Standards) and UVA FM's Occupational Health and Safety Programs are always posted [online](#).

#### **What are your responsibilities?**

*Found on [pages 4 & 5](#)*

1. Attend and participate in your assigned [Occupational Health & Safety Trainings](#).
2. Participate in [Safety Committees](#), Focus Teams and [Toolbox Talks](#) as requested.
3. You are responsible for working safely, both for self-protection and for protection of fellow workers.
4. Understand and abide by all requirements in the [Safety and Health Management System Program](#).
5. If you are unsure of how to perform a task safely, ask your supervisor.
6. Wear and maintain all required [personal protective equipment \(PPE\)](#) for the task being performed.
7. Report all injuries and accidents, no matter how minor, to your supervisor immediately.
8. Report any safety hazards or defective equipment immediately to your supervisor.
9. [Report near misses](#).
10. Fill out [Job Hazard Analyses \(JHAs\)](#) for all tasks that do not have one.
11. Stop work if unable to proceed in a safe manner or unsure of proper procedures and contact your supervisor.
12. Follow all guidance and expectations in health and [safety programs, guides, and forms](#).
13. If injured, follow all instructions from physician and provide work notes to your supervisor immediately upon receipt.

#### **REMINDER: Students begin returning to Grounds in 1 month!**

As students return, remember:

- Be aware of pedestrians.
- Do not travel on McCormick Road unless absolutely necessary.
- Check and secure your jobsites daily.
- Maintain physical distance (6 feet) when possible.
- Ensure any jobs that affect the flow of traffic and pedestrians remains accessible and compliant with the MUTCD.
- Practice kindness.

# OCCUPATIONAL HEALTH & SAFETY

## NEW: EMERGENCY PROCEDURES POSTER

UVA Emergency Management has updated the emergency procedures poster. Please take a moment to review with your group, [print the full size copy](#), and hang in a central area for reference: <https://at.virginia.edu/l4kR2l>



## Emergency Procedures

**CALL 911 FOR FIRE, POLICE, AND MEDICAL EMERGENCIES**

### Fire Emergency

- Pull fire alarm
- Locate nearest exit
- Use stairs
- Call 911

### Medical Emergency

- Call 911
- Do not move if there is a serious injury
- Provide first aid if trained
- Send someone to direct responders

### Suspicious Activity

- Do not touch object
- Do not confront person
- Leave the area
- Call 911

### Violent Incident

- Run: Evacuate if safe to do so
- Hide: Lock doors and silence phones
- Fight: Prepare to defend yourself
- Call 911 if safe to do so

### Thunderstorm

- If you hear thunder, go indoors
- Seek shelter in a building or car
- Wait 30 minutes after the storm to resume activities

### Tornado

- Go to lowest floor of building
- Stay away from windows
- Close doors
- Get on floor and cover head

### Bomb Threat

- Attempt to keep the caller on the line
- Gather as much information as possible
- Try to get description of device
- Call 911 once call has ended

**When reporting an incident, your location is:**

UVA Emergency Management | [uvaemergency.virginia.edu](http://uvaemergency.virginia.edu) | (Version 1)

## **Bernie says!**

### ***Good housekeeping is key to incident prevention!***

#### **Tips for keeping your work area tidy:**

- **Ask your team to tidy as they go:** Encouraging your colleagues to tidy after they complete each job is a sure-fire way of making sure your site will remain clear and your team can remain as efficient as possible.
- **Just because it's not yours, doesn't mean it's not your responsibility!** If you see anything lying on floors, stairways, passages that could cause people to trip and fall, pick it up and put it in a safe place – Don't wait for someone else to move it.
- **Check your work area at regular intervals** throughout the day and clean up as you go along. If trip hazards and mess is starting to build up, sort it out sooner rather than later.
- **A safe work area includes access and egress: Do not leave materials/tools/benches etc. in gangways/corridors where they might impede someone's escape or cause a trip hazard.** It may be you or a colleague who needs to get out in a hurry!
- **Ensure that tools are put away after the job is finished:** Avoid any potential mishaps with tools that aren't needed by making sure they are stored after they are used.
- **Make sure cables and cords are out of the way:** Trailing leads and cables are one of the worst offenders for causing trips. Ensure that they are positioned away from walkways, entrances, and exits to minimize their hazard to others.
- **Store materials safely:** If you are working on a project that will be ongoing, you will probably need to store your materials onsite for a prolonged period of time. The way you store them needs to be safe to avoid any chance of an accident — poorly stored materials can block access routes and potentially fall over, causing damage to property and injury to your team.
- **When dust occurs, ensure you sweep up, contain it, and have the proper protection.** Email [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu) to request sampling for a dusty worksite.
- **Avoid fire risks – make sure waste or the storage of materials does not build up in fire escapes as you may need to use these escapes at some point.** Don't allow waste materials to be stored close to sources of ignition. If all rubbish is regularly collected and disposed of the danger is confined and more easily dealt with in the case of a fire.
- **Separate your site's waste –** Be sure that your recyclables end up at [UVA Recycling](#), garbage is disposed of properly, and hazardous waste is taken care of by [UVA Environmental Health and Safety](#).





## DIVERSITY, EQUITY & INCLUSION

### Community Mental Health Resources

Last week, resources for community members from The Community Mental Health and Wellness Coalition were shared from the Charlottesville City Twitter Feed and we were remiss in omitting the source.

Additionally, it was brought to our attention that the quote about dismantling white supremacy in our community might imply that if you are opposed to the removal of the statues, you support white supremacy or that we are a community of white supremacists and for that implication we apologize. This outreach to our team reminded us of the importance of being thoughtful in the selection of material that we share. Our intent is to educate, share resources, and celebrate our amazing diverse workforce and unify FM. Never to divide. Thank you for sparking conversation and continuing to encourage us to do better.

Source: <https://at.virginia.edu/spfU6L>



Charlottesville City @CvilleCityHall · Jul 10

Resources for our community members from The Community Mental Health and Wellness Coalition:

Removing the statues is one step towards dismantling white supremacy in our community, but there is so much more to be done.

You may feel anger, grief, relief, or even joy, all at the same time. For some community members, this time may be a reminder of trauma already endured. There are many ways to practice self and community care. Consider what works for you.

- Stay connected to others who understand how you feel
- Make space to celebrate, if it feels right
- Give thanks to community members who have worked for change

#### BIPOC WELLNESS RESOURCES

Central Virginia Clinicians of Color Network (CVCCN) offers free telebehavioral health support (phone or secured video) that includes: brief psychotherapy (up to 12 sessions), eligibility screening and assessment, emotional & trauma support, and wellness consultation. [www.cvcn.org](https://www.cvcn.org) or 434-218-0440

Counseling Alliance of Virginia (CAVA) offers "A Breathing Room", a free virtual group that provides a space for Black people to talk about micro and macro aggressions they face on a regular basis. CAVA also offers a free, multi-racial social awareness and sensitivity group to encourage safe, therapeutic cross-racial conversations. [www.cavavirginia.org](https://www.cavavirginia.org) or 434-220-0333

Diversity in Recovery is a group of LGBTQ BIPOC and allies who want to create safe spaces for recovery in the Piedmont region of Virginia. They offer free virtual support groups. [www.diversityinrecovery.org](https://www.diversityinrecovery.org)

The Women's Initiative (TWI) offers free one-on-one phone counseling sessions that include immediate, short-term assistance eligibility for individual counseling and other services, self-care planning, referrals, and more. Free Sister Circle groups for the Black community, and other social supports are also available. [www.thewomensinitiative.org](https://www.thewomensinitiative.org) or 434-872-0067

Brave Souls on Fire is a peer-run organization dedicated to emotional wellness, culturally affirming peer support, emotional wellness, advocacy and healing justice for African Americans. Find them on Facebook @bravesoulsfire

Your Life Matters Cville compiles information about a wellness events for the Black community. Find them on Facebook @yourlifematterscharlottesville

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### Back to School Bash Supply Kits

The African American Pastors Council, Charlottesville City Schools, Albemarle County Schools, the City of Promise, and the City of Charlottesville invite you to register your student for a Back To School Bash school supply kit.

The tentative date for the Back to School Bash is August 21st from 10:30am-12pm. This event will be held in accordance with CDC guidelines and state mandates. If this event is cancelled, we will provide instructions for pick-up.

Register: <https://at.virginia.edu/OEnm2V>

**FREE school supplies and backpacks while they last!**

A parent or guardian must be present with students to receive supplies.

**When**  
Saturday  
August 21, 2021  
10:30 AM - 12:00 PM

**Where**  
Downtown  
Pavilion  
Charlottesville



# **OCCUPATIONAL TRAINING**

## **HOW TO: View or Apply**

### **Current UVA Employees**

Search for and apply to jobs using your existing

[Workday account](#):

See UVA HR's [How to Apply: for Internal Candidates](#):

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

### **External Applicants**

(not currently employed by UVA) will be prompted to create a profile in Workday when applying:

<https://uva.wd1.myworkdayjobs.com/UVAJobs>

*Not all listings are available to external applicants.*

## **Current FM Job Openings**

*Opportunities within UVA FM as of July 21:*

- R0025387 Carpenter - Construction & Renovation Services
- R0025374 Access Control Technician
- R0027483 HVAC Mechanic
- R0025028 HVAC Senior Assistant
- R0026402 Electrician
- R0026399 Plumber Steamfitter Senior
- R0026400 Trades Utility Senior Worker
- R0026426 Project Coordinator—CC&R
- R0026022 Senior Carpenter
- R0024455 Custodial Services Worker
- R0022915 Trades Utility Senior Worker
- R0025776 Occupational Programs Coordinator
- R0025875 Landscape Plant Health Specialist
- R0026239 Occupational Health and Safety (OHS) Manager
- R0026146 Electrician Senior, Central Grounds
- R0024978 Landscape & Grounds Worker
- R0025953 Senior Plumber, Shift Worker
- R0025990 HVAC Mechanic, Central Grounds
- R0026018 High Voltage Electrician
- R0025941 Fleet Ambassador (Staff Wage)
- R0025857 HVAC Operations Engineering Technician
- R0025758 Power and Light Supervisor
- R0025382 Plumber
- R0020254 Space Project Manager
- R0025389 Environmental Inspector
- R0025441 Plumber
- R0025447 Carpenter Supervisor
- R0025318 Recycling Program Coordinator
- R0025551 Roofer
- R0025263 Licensed Trades Supervisor
- R0025264 Senior HVAC Mechanic (Day or Night Shift)
- R0025260 Maintenance Electrician
- R0025087 Fire Systems Assistant Technician
- R0025407 Systems Control Center Operator
- R0025312 Landscape Turf Supervisor
- R0025261 HVAC Assistant Mechanic
- R0025238 Custodial Services Supervisor, North Grounds Zone
- R0023447 HVAC Shift Mechanic, Central Grounds Zone
- R0025247 Environmental Remediation Tech
- R0025075 Assistant Director for Engineering and HS Renovations
- R0025051 Electrician Senior, Health System Physical Plant
- R0025004 Carpenter
- R0024632 BAS Project Coordinator
- R0024403 Electrical Engineer
- R0024368 Computer Help Desk Tech (Student Wage)
- R0022628 Assistant Director for Regulatory Compliance
- R0022674 HVAC Mechanic
- R0000028 Temporary Trades Pool

## FACE COVERS: STILL WORTH IT
















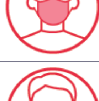






Face covering requirements at UVA FM, per [Policy SEC-045](#) and [FM's On-Grounds Work Guidelines](#):

- **Unvaccinated** students, faculty, staff, contractors, and visitors must wear face covers in **shared common spaces indoors**.
- **Unvaccinated** students, faculty, staff, contractors, and visitors **must wear a face cover outdoors even when they can maintain a physical distance of at least six feet**.
- **Everyone** must wear a face cover when:
  - In **FM vehicles with a passenger**
  - In **[UVA Health facilities](#)**
  - At **saliva testing facilities**
  - Engaged with **K-12 students**
  - Using public transportation (UTS, other buses, taxis, rideshares, etc.)
  - In the **Shoe Truck**

### When to Wear

# FACE COVERS

at UVA FM

LOCATION at UVA – <i>Non-UVA locations may have different requirements</i>	UNVACCINATED (or have not completed all vaccine doses)	FULLY VACCINATED (2+ weeks since the final dose)
<b>OUTDOORS</b>	 <b>YES</b> required by UVA Policy SEC-045	 <b>NO</b>
Indoors, alone in your own office with a door, not a cubicle.	 <b>NO</b>	 <b>NO</b>
Indoors, physically distanced	 <b>YES</b> required by UVA Policy SEC-045	 <b>NO</b>
Indoors, with both vaccinated & unvaccinated individuals	 <b>YES</b> required by UVA Policy SEC-045	 <b>RECOMMENDED</b> by the CDC but not required
UVA FM Training (indoor and outdoor)	 <b>YES</b> , required by UVA FM On-Grounds Work Guidelines	 <b>NO</b>
<b>ALONE</b> in FM vehicles	 <b>NO</b>	 <b>NO</b>
UVA Health Facilities	 <b>YES</b> required by UVA Policy SEC-045	 <b>YES</b> required by UVA Policy SEC-045
UVA Saliva Testing Facilities	 <b>YES</b> required by UVA Policy SEC-045	 <b>YES</b> required by UVA Policy SEC-045
Public Transportation, including buses, rideshares, and taxis	 <b>YES</b> required by UVA Policy SEC-045	 <b>YES</b> required by UVA Policy SEC-045
Red Wing Shoe Truck at UVA FM	 <b>YES</b> , temporarily required by UVA FM Shoe Truck Program	 <b>YES</b> , temporarily required by UVA FM Shoe Truck Program
When your coworker asks you to	 <b>YES</b> practice kindness	 <b>YES</b> practice kindness

**Thank you for practicing kindness & understanding, as well as for protecting your coworkers during this “new normal.”**

UVA Facilities Management Occupational Programs | 434.297.6379 | [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu)

## IT'S EASIER THAN EVER TO GET YOUR COVID-19 VACCINE!



### Make your plan today.

Schedule your free vaccine using any of the resources below:

- [Vaccines.gov](https://www.vaccines.gov)
- Blue Ridge Health District:  
<https://at.virginia.edu/MU5RI9>
- UVA Health: <https://at.virginia.edu/COog39>

OR

Plan to visit a walk-in clinic: <https://at.virginia.edu/JhDgmD>

Remember to use your PHEL for any time away from work.

Learn more about the available vaccines in the US >>

Learn more about variants of COVID-19: <https://at.virginia.edu/xl3NZP>

### Need Help?

Call 877-829-4682

to help you find available vaccination clinics near you, answer questions about vaccination and other COVID-19 topics, and more.

Open Monday-Friday  
from 8 a.m. to 6 p.m.

#### COVID-19 VACCINE FACTS

## Why do I need the COVID-19 Vaccine?

### FOR YOU

COVID-19 can have serious, life-threatening complications, and there is no way to know how COVID-19 will affect you. The COVID-19 vaccine will greatly reduce your chances of getting COVID-19 and will ensure that if you do get the virus, you will have only mild symptoms or none at all.

### FOR YOUR LOVED ONES

If you get sick, you could spread the disease to friends, family, and others around you. COVID-19 vaccination can help by creating an immune system response without having to experience sickness - reducing your chances of getting others sick, too.

### FOR YOUR COMMUNITY

Stopping a pandemic requires using all the tools we have available. The COVID-19 vaccine is one of these tools. COVID-19 vaccination will help protect those at increased risk for severe illness from COVID-19. As more and more people are vaccinated and protected, less people will be infected, thus limiting the spread of the virus through communities.



Questions  
about COVID-19  
vaccines?

434-972-6261

[vdh.virginia.gov/coronavirus/vaccination](https://vdh.virginia.gov/coronavirus/vaccination)

## **COVID-19 RESOURCES**

### **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 also still required to wear a face cover in some settings.) This is stopping the virus spread and keeping the cases dropping!
- Schedule your vaccine using any of the resources below:
  - [Vaccines.gov](https://www.vaccines.gov)
  - Blue Ridge Health District: <https://register.vams.cdc.gov/?jurisdiction=BR>
  - UVA Health: <https://myshot.healthsystem.virginia.edu/mychart/openscheduling?specialty=9&hidespecialtysection=1>
- Help your family members and friends get vaccinated using the links above. Vaccines are **FREE** and help protect you from the coronavirus. *The Pfizer vaccine has now been approved for individuals 12 and older.*
- UVA may continue restrictions for somewhat longer to ensure community cases remain low.

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

UVA will begin to require prevalence testing in August for employees who have not been vaccinated in order to prevent the asymptomatic spread of the virus that causes COVID-19. Some FM departments are already requiring this. *If you have already had COVID-19, you are exempt from testing for **150 days** after you have recovered.*

**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 the Student Activities Building, **by appointment ONLY:**
  - Make an appointment: <https://time2test.sites.virginia.edu/>  
(log in with Netbadge.)
  - 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.



## **COVID-19 RESOURCES**

### **Reminder: Last Day to Report Vaccination Status**

All UVA faculty and staff members must either provide proof of vaccination or agree to prevalence testing requirements, including at least weekly mandatory saliva PCR testing. Employees can update their vaccination status in Workday; **required testing for those who do not report being vaccinated will begin August 2.** All faculty and staff are expected to be vaccinated unless they have a medical or religious reason not to get the vaccine.

UVA Human Resources' guide on providing proof of vaccination and outlining prevalence testing requirements. <https://hr.virginia.edu/proof-vaccination>

Read more: <https://at.virginia.edu/W8NDua>

**Get vaccinated >>**

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### **SUBMIT YOUR VACCINATION INFO VIA WORKDAY**

If you did not receive your COVID-19 vaccine via UVA Health, you must submit your vaccination information via Workday by July 12.

#### **Proof of Vaccination Procedure:**

- **Look in Workday to see if you have an announcement** (on the upper left side) regarding proof of vaccination. *If you did not receive an announcement that means your vaccine data was automatically populated in Workday because you received your vaccine from UVA Health. No action is needed on your part.*
- If you did receive a notification, follow the directions to document your proof of vaccination.

**If you don't have a notification AND you didn't get your vaccine through UVA,** email [askHR@virginia.edu](mailto:askHR@virginia.edu) for next steps.

See more from UVA HR: <https://hr.virginia.edu/proof-vaccination>

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### **ACCESSING/REPLACING YOUR COVID-19 VACCINATION RECORD**

If you have misplaced your vaccination card, you can request a copy of your record. If you received your vaccine through:

- **Virginia Department of Health** or through a local Virginia health district: Go to <https://vaccinate.virginia.gov> and scroll down to click "Need a Copy of Your Vaccination Record?". Enter your information and submit your request.
- **UVA Health:** <https://forms.uvahealth.com/vaxcard/>
- **A local pharmacy or your primary care physician:** Contact the practice for your vaccine record. Most providers participate with Virginia Immunization Information System (VIIS), so records will eventually be available at <https://www.vdh.virginia.gov/immunization/immunization-record-request-form/>

# COVID-19 VACCINE CLINIC WALK-IN AVAILABILITY

July 2021



## Weekly Walk-ins

### J.CREW LOCATION

Fashion Square Mall in Charlottesville

1639 Rio Road East | 434-972-6261

(J&J, Moderna + Pfizer)

- Monday: 3:30-6:30pm
- Tuesday: 10:30am-3:30pm
- Wednesday: 10:30am-3:30pm
- Thursday: 3:30-6:30pm

## Pharmacy Options

All retail pharmacies listed below accept walk-ins.  
Contact these pharmacies directly for more information.

### • Costo Pharmacy

\*no membership required for vaccination

### • CVS Pharmacy

### • Giant Food Pharmacy

### • Harris Teeter Pharmacy

### • Kroger Pharmacy

### • Sam's Club Pharmacy

### • Top Notch Pharmacy

### • Walgreens Pharmacy

### • Walmart Pharmacy

### LOCALITY CLINIC WALK-INS

## STARTS JULY 26

OFFERING J&J, MODERNA + PFIZER

### GREENE HEALTH DEPARTMENT

#### MONDAYS

50 Stanard St.  
Stanardsville

9:30-11:30 a.m.  
1:00-3:30 p.m.

### LOUISA HEALTH DEPARTMENT

#### TUESDAYS

540 Industrial Dr.  
Louisa

9:30-11:30 a.m.  
1:00-3:30 p.m.

### FLUVANNA HEALTH DEPARTMENT

#### WEDNESDAYS

132 Main St.  
Rt. 15, Palmyra

9:30-11:30 a.m.  
1:00-3:30 p.m.

### NELSON HEALTH DEPARTMENT

#### THURSDAYS

4038 Thomas Nelson  
Hwy., Arrington

9:30-11:30 a.m.  
1:00-3:30 p.m.

### CHARLOTTESVILLE/ALBEMARLE HEALTH DEPARTMENT

#### FRIDAYS

1138 Rose Hill Dr.  
Charlottesville

9:30-11:30 a.m.  
1:00-3:30 p.m.

QUESTIONS?

434.972.6261

**blueridgecovid.org**



*Reasons to celebrate are all around us!*

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

**July 23: “Hot Enough For Ya?” Day**

**July 24: National Drive-Thru Day**

**July 25: National Parents’ Day**

**July 26: One Voice Day**

**July 27: Take Your Pants for a Walk Day**

**July 28: Buffalo Soldiers Day**

**July 29: National Lasagna Day**

**July 30: International Day of Friendship**



UNIVERSITY  
of VIRGINIA

# Emergency Procedures

CALL 911 FOR FIRE, POLICE, AND MEDICAL EMERGENCIES

## Fire Emergency



Pull fire alarm



Locate nearest exit



Use stairs



Call 911

## Medical Emergency



Call 911



Do not move if there is a serious injury



Provide first aid if trained



Send someone to direct responders

## Suspicious Activity



Do not touch object



Do not confront person



Leave the area



Call 911

## Violent Incident



Run: Evacuate if safe to do so



Hide: Lock doors and silence phones



Fight: Prepare to defend yourself



Call 911 if safe to do so

## Thunderstorm



If you hear thunder, go indoors



Seek shelter in a building or car



Wait 30 minutes after the storm to resume activities

## Tornado



Go to lowest floor of building



Stay away from windows



Close doors



Get on floor and cover head

## Bomb Threat



Attempt to keep the caller on the line



Gather as much information as possible



Try to get description of device



Call 911 once call has ended

**When reporting an incident, your location is:**