

# Special Edition

## The Health & Safety Minute

A weekly update  
for FM employees

UVA Facilities Management—Occupational Programs

10.30.2020

### New Normal, Same Hazards

Be aware of the benefits of good housekeeping on the jobsite!

#### Housekeeping 101

- Establish and maintain good housekeeping practices, its more than just throwing out trash.
- Take time to stack boxes, packages, and materials properly.
- Keep floors, stairways, aisles, clear of tools, equipment, trash, and other materials.
- Ensure all exits are clear from obstruction.
- Store tools, materials, and equipment once they are no longer being used to avoid clutter.
- Repair, remove, and report housekeeping hazards.
- Conduct a daily site walk to address visible hazards.
- Set time aside each shift to clean up as you go.
- Lead by example - Never let safety be someone else's job!

From Sonny Beale/SWANA: <https://bit.ly/3kxoD58> (Thanks!)

### What to do if: You have

#### COVID-19 symptoms:

- Do not report to work.
- Call your supervisor & let them know.
- Call Employee Health at 434-924-2013.  
*Employee Health has the fastest testing turnaround times for UVA Employees.*
- Follow guidance from Employee Health.
- Keep your supervisor updated with condition/test results.

### New Normal, Same Hazards: Leaves!

Leaves look beautiful when they are on trees changing colors, but when they fall to the ground they can become very hazardous. Autumn rain can make leaves on the ground wet, heavy, and slippery. Wet leaves can be almost as hazardous as ice.

**Driving on Wet Leaves:** Most people don't realize that driving on wet leaves can be just as dangerous as driving on black ice.

**Risk of Slipping and Falling on Wet Leaves:** As with ice, it is easy to fall when the ground is damp and covered with leaves. Pedestrians are more likely to be careful on snowy days, but when it comes to wet leaves, they tend to walk just as if the ground is clear.



**What to do if: You suspect you have been exposed to someone who is COVID-19+**

- Do not report to work. You can work from home, if able.
- Call your supervisor & let them know. They must complete a report for you to use the Public Health Emergency Leave.
- Call the asymptomatic testing clinic at 434-243-9534. Asymptomatic tests are administered at the Student Activities Building. *This clinic has the fastest testing turnaround times for asymptomatic testing of employees.*
- Follow guidance from the clinic. Using [UVA's MyChart](#) (account needed) will give you access to results the fastest.
- Keep your supervisor updated with your condition and test results.

Most people who feel they are at high risk of having been exposed are able to return to work after 72 hours and a negative test, provided that they are not contacted by UVA Employee Health or the Virginia Department of Health.

**COVID DEFINED:**  
**CLOSE CONTACT**  
 with someone who is COVID positive

STAY SAFE. KEEP YOUR DISTANCE. **TJHD.ORG** 434-972-6261

VDH VIRGINIA DEPARTMENT OF HEALTH  
 BRHD

**MASK CHECKLIST**

- ✓ Fits snugly against the **side of the face**
- ✓ Can be **secured with ties or ear loops**
- ✓ Includes **2 or more layers of fabric**
- ✓ Allows for **breathing without restriction**
- ✓ Is machine **washable without damage or change to shape**



**You live with someone infected with COVID-19 or were asked to test for COVID-19, or You suspect significant exposure (within 6 feet for 15 minutes or more total within a 24-hour period) to someone found to be infected, you may be contacted by your local health department with guidance. **Otherwise, you should:****

- **Seek testing** through a free [voluntary test](#) provided by UVA or call the asymptomatic testing clinic at 434-243-9534.
- **Go home or stay home and quarantine** until guidance and/or test results are received. Employees can work from home if they are able.

## COVID-19 Cases in Your Group

**Managers & supervisors**, in order to support and protect your employees during this new normal you are required to make a report when your employees call in with COVID-19 symptoms, a positive test result, or need to quarantine. More info can be found here:

<https://at.virginia.edu/2Fs0ons>

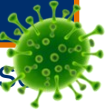
**Employees experiencing COVID-19 symptoms** should call Employee Health at 434-924-2013. *Employee Health has the fastest testing turnaround time for UVA Employees.*

**FM Occupational Programs** is here to offer support and guidance for supervisors during this time, including next steps for employees at high risk of exposure. Further guidance for managers and supervisors will be released in the coming days. If you have questions, email [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu)

## Get your Flu Shot!

There will be no on-Grounds flu shot clinics for Academic employees this fall. However, UVA is covering the cost of flu shots for UVA employees enrolled in a UVA Health Plan at CVS pharmacies or any pharmacy in Aetna's National Pharmacy Network (Giant Eagle, Harris Teeter, Kmart, Kroger, Rite Aid, Walgreens, and Wegmans) if you present your Aetna card at the pharmacy. You can also get your flu shot at your primary care provider's office.

**TIP:** Take a photo of your vaccination documentation as soon as you get it. That way you'll have a copy in case it gets misplaced!



**Getting your flu shot is more important than ever this year as we are facing the threat of COVID-19** in our communities. The flu shot will not protect you from the coronavirus, but will protect you from the flu virus.

Be sure to hang on to your documentation of your flu shot—take it in or email it to [UVA Work Med](#) or [Employee Health](#) to receive your annual badge sticker. An appointment is not needed to provide documentation and pick up a sticker. Stickers will not be mailed.

See more: <https://at.virginia.edu/3i4dJlf>

## After COVID-19

UVA's Return to Grounds initiative has launched an FAQ webpage for those who have left isolation and are recovering or have recovered from COVID-19. Although this page is geared towards the UVA student population, it addresses health concerns and considerations that will help anyone recovering from COVID-19.

**Reminder:** *Employees returning to work after a COVID-19 positive test must be cleared by Employee Health.*



## Celebrate Halloween Safely



## CORONAVIRUS DISEASE 2019 (COVID-19)



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

COVID-19 - A 10/30/2020

**Trick-or-Treating:** Limit groups to current household members, consider staying local, and limit the number of houses on your route. **For those putting out treats:**

- **Best Option:** Instead of placing treats directly in the bags of trick-or-treaters or filling communal bowls that multiple hands reach into, individually packaged candy should be arranged in a way that they can be easily grabbed without multiple pieces being touched.
- If you are handing out candy, please limit interaction or contact with trick-or-treaters, **wear a face covering** when individuals come to the door, and regularly wash hands.
- Any candy given out should be commercially packaged and non-perishable.
- Consider coordinating with neighbors to develop a system, such as signs or on/off porch lights, for distinguishing houses participating in trick-or-treating from those that do not wish to participate.

**"Trunk-or-Treating"** (when children go car to car instead of house to house):

- Wear a face covering.
- Limit the number of participating cars to ensure adequate space for social distancing and help minimize crowds.
- Follow the [outdoor gatherings limitations](#) in effect at the time.
- Design the event in a long line, rather than a circle, to ensure social and physical distancing to discourage crowding.
- Consider having assigned times or multiple shifts to minimize crowding during the event

### Other Events:

- **Indoor haunted houses should be avoided** because of the possibility of congregation and screaming in close quarters. A better option would be to host an outdoor haunted house without live performers.
- **Avoid large indoor or outdoor Halloween parties**, which are subject to the limitations on indoor and outdoor gatherings, and avoid participation in activities that require close contact and/or shared items such as bobbing for apples.
- **Hayrides** should limit the number of passengers per ride and keep openings to the same party. Any shared materials should be cleaned and sanitized after each use.

Adapted from <https://bit.ly/3dQ8ox0>

# ENGAGE US

OHS is here to answer your workplace health & safety questions. Any OHS staff member is happy to help you maintain a safe and healthy working environment!



The OHS main number (434-297-6379) and email ([FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu)) are answered during business hours. *If there is no answer when you call, leave a message and your call will be returned promptly.*

## IMPORTANT OHS LINKS:

- **OHS Homepage:** <https://www.fm.virginia.edu/depts/ohs/index.html>
- **COVID-19 Resources:** <https://at.virginia.edu/2YiaRLm>
- **NOMINATE a Safety Champion:** <http://bit.ly/SafetyChamps> (at top)
- **NEAR MISS FORM:** For incidents or near-incidents that did not result in injury/first aid: <http://bit.ly/FMNearMiss>
- **INCIDENT REPORTING FORM:** For incidents resulting in an injury/first aid: <http://bit.ly/FMAccidentRpt>

## Virginia C.O.P.E.S.

### “Warmline”

Virginia Department of Behavioral Health and Developmental Services has created the Compassionate Optimistic Person-Centered Empowering Support (C.O.P.E.S.) Warmline for anyone experiencing stress (but not an immediate crisis) related to COVID-19.

**Call or text 877-349-6428 to access support.**

## UVA Offers FREE COVID-19 Testing to Employees

Academic Division and eligible contracted employees who are working on Grounds and completing the required daily [HOOS Health Check](#) can order a free self-administered COVID-19 test from [Let’s Get Checked](#).

Tests are shipped free to employees’ homes and must be returned the same day the sample is taken. Return shipping is also free. Results will be available in the Let’s Get Checked portal, usually within 72 hours of the lab receiving your sample.

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

Employees who believe that they have been significantly exposed should self quarantine, monitor symptoms, and contact their primary care doctor for guidance if they were not contacted by the Virginia Department of Health within 48 hours of suspected exposure.

*Significant exposure is defined as being within 6 feet of a person with COVID-19 for a total of 15 minutes or more over a 24-hour period.*





## UVA HR Community Resources' Office Hours for FM employees

Appointments are required. To schedule, contact Stuart Munson by emailing [scm5rw@virginia.edu](mailto:scm5rw@virginia.edu) or calling 434-243-3672 or 434-326-6206. Learn more: <https://at.virginia.edu/2JPAESH>

# COMMUNITY RESOURCES SERVICE

OFFICE HOURS AT FM

### **FREE, CONFIDENTIAL RESOURCES TO ASSIST WITH:**

- **BASIC NEEDS** SUCH AS HOUSING, CLOTHING, UTILITIES AND FOOD
- ASSISTANCE WITH **PERSONAL BUDGETING** AND FINANCE
- FREE **LEGAL RESOURCES** AND ACCESS TO LAWYERS

**SECOND TUESDAY OF EVERY MONTH, 11 a.m.–noon**  
*in Leake lower-level conference room 20*

Appointments are required.

To schedule, contact Stuart Munson by emailing [scm5rw@virginia.edu](mailto:scm5rw@virginia.edu) or calling 434-243-3672 or 434-326-6206.



# CLOTHING DRIVE

DONATE GENTLY USED OR NEW

COATS ❄️ SCARVES ❄️ HATS  
GLOVES ❄️ SOCKS



DROP OFF LOCATIONS: BIN IN **LOWER LEVEL LEAKE** (NEAR SERVICE DESK)  
OR BIN IN **HSPW WEST COMPLEX**, OUTSIDE CONFERENCE ROOM G032.

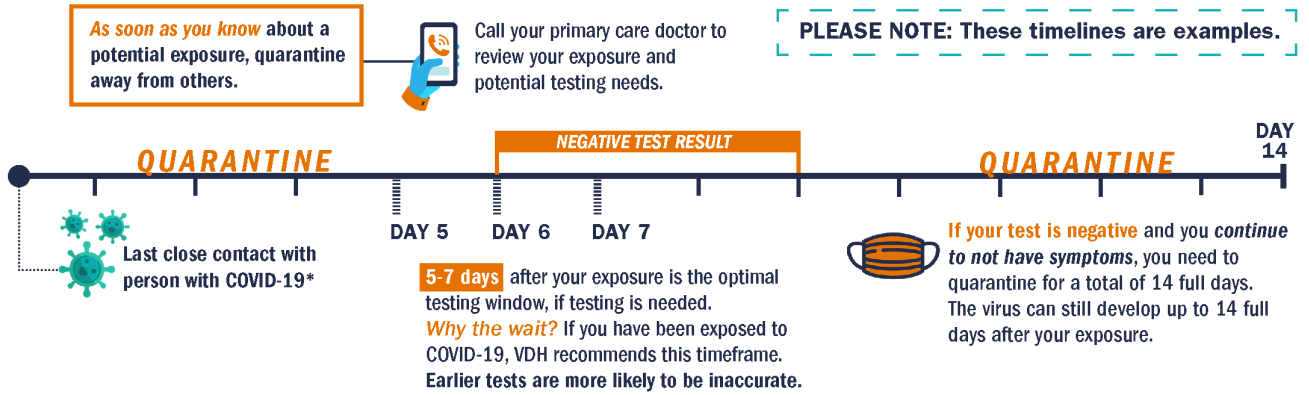
**NOV. 30 DEADLINE**

BENEFITS WAYNESBORO AREA REFUGE MINISTRY (WARM) AND VALLEY MISSION · SPONSORED BY AJ AND ADRIENNE YOUNG & FM DIVERSITY, EQUITY, & INCLUSION (DEI)

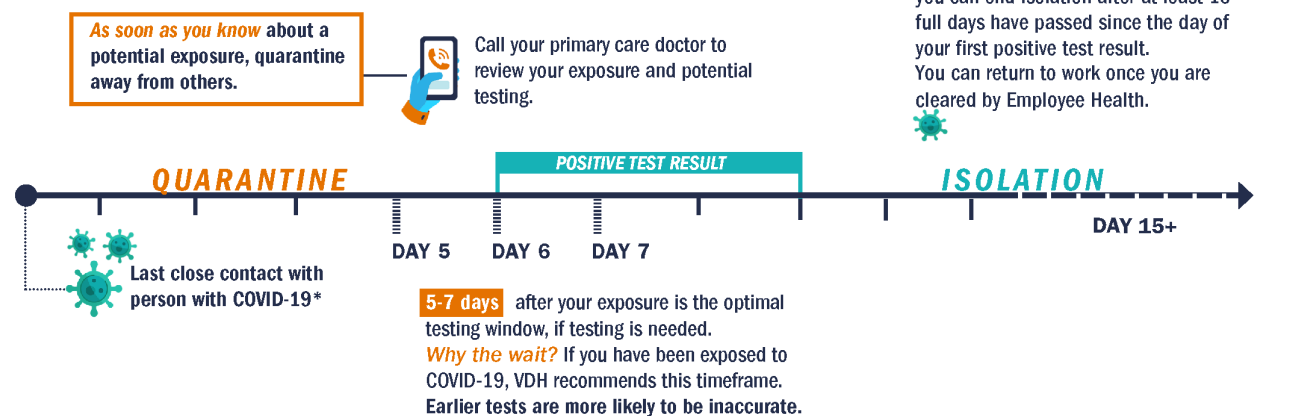
# BE I/Q READY



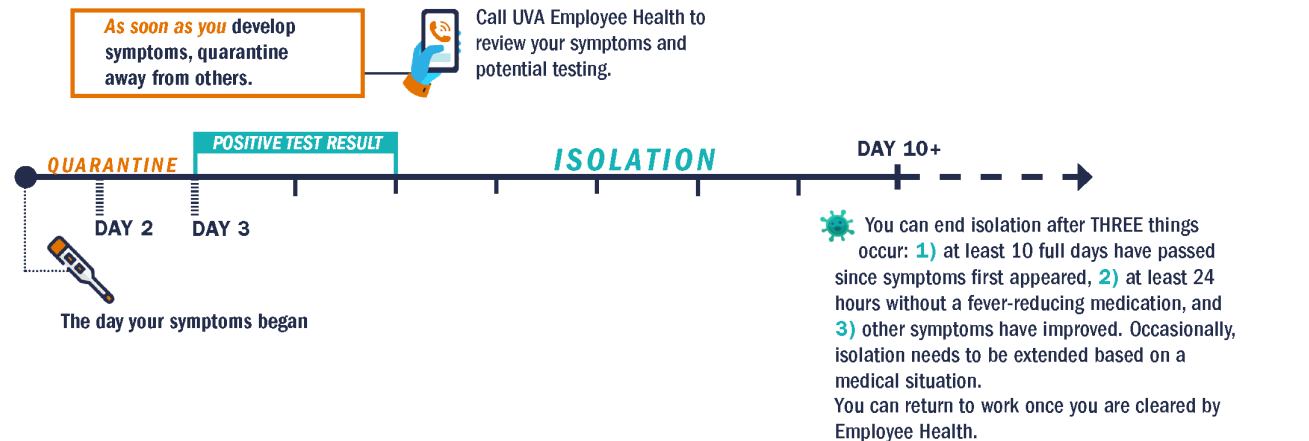
## CLOSE CONTACT/NO SYMPTOMS (resulting in a negative COVID-19 test)



## CLOSE CONTACT/NO SYMPTOMS (resulting in a positive COVID-19 test)



## SYMPTOMATIC (resulting in a positive COVID-19 test or developed symptoms while on other timelines)



## UVA PREVALENCE TESTING (mail-in tests, satellite clinic, saliva testing)



\*For the full definition of close contact, visit [vdh.virginia.gov/coronavirus/local-exposure/](https://vdh.virginia.gov/coronavirus/local-exposure/)