

PIERCE COLLEGE



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COVID-19 EXPOSURE CONTROL,
MITIGATION, AND RECOVERY PLAN (CECMR)

Purpose

The **COVID-19 Exposure Control, Mitigation, and Recovery Plan (CECMR)** in accordance with [governor’s Proclamation 20-12.5](#) (Higher Education) and other applicable guidance serves as the overarching policy for how Pierce College complies with health and safety guidance issued by local, state and federal health authorities. The CECMR functions as a safety plan for the college.

Scope

The CECMR addresses COVID-19 safety trainings; on-site physical distancing; symptom monitoring and reporting; exposure response procedures; hygiene; PPE utilization; sanitation and site decontamination procedures; and a facility post-exposure incident recovery plan. The plan is meant to be a living document implemented in compliance with evolving guidance.

Guiding Principles - The following principles will continue to guide our work:

- Equity
- Health & Safety
- Quality of Educational Opportunities
- Fiscal Impact


Notification

The CECMR will be posted on the college website. In addition, each department (instructional/non-instructional) will maintain a department or activity specific safety plan which has been reviewed and approved by the college Incident Command Structure (ICS) group comprised of the executive team and key personnel. The department specific plan will be made available to employees and students and subject to inspection by college authorities.

Applicability and Activation

Through implementation of the CECMR, the college’s chancellor and presidents confirm Pierce College’s commitment to the safety of all members of our community. Furthermore the CECMR will remain active until officially deactivated under advisement of the chancellor and college presidents.

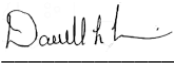
Upon this signature, we certify that this COVID-19 Exposure Control, Mitigation, and Recovery Plan (CECMR) is fully activated and will be adhered to by all faculty staff and students of pierce College.



Michele L. Johnson, Ph.D.
Chancellor, Pierce College

9-6-2021

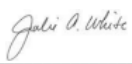
Date



Darrell L. Cain, Ph.D.
President, Pierce College Puyallup

9-6-2021

Date



Julie A. White, Ph.D.
President, Pierce College Fort Steilacoom

9-6-2021

Date



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Vaccinated College

In accordance with the governor's [higher education proclamation 20-12.5](#) each college has been given the choice to operate vaccinated or unvaccinated campuses. Pierce College has made the decision to operate a vaccinated campus starting in fall, 2021. For more information regarding the implementation of this decision, please visit the college's [Returning to Campus - Vaccination](#) site.

The proclamation makes a distinction between campuses that require vaccination and those that do not. Campuses that require vaccination as a condition of learning and working on campus are exempt from most of the proclamation's mandates. Instead, they may voluntarily follow [guidance published by the state Department of Health](#). Campuses that do not require vaccination must follow a more comprehensive set of directives in the proclamation.

However, the college has chosen to implement a number safety protocols in this plan, even though they may not be required by the less restrictive rules governing vaccinated campuses. For example, the college still maintains 3 foot distancing indoors while on campus, and individual divisions and departments must still submit a safety plan for approval prior to operating on campus. The intent is to maintain flexibility to address changing safety conditions and proclamations that may require more restrictive rules and practices.

Division/Department safety plans

Subordinate units (divisions/departments) of the college (instructional/non-instructional) operating on campus must have an approved safety plan in place. Safety plans must be reviewed and approved by the college's Incident Command Structure (ICS) group comprised of the executive team (E-Team) and key personnel. Departments must use one of two safety plan templates depending on what type of activity is being planned on campus or in association with the college:

- **Supplementary Safety Plan** - A streamlined safety plan template intended to cover all of a division's instructors in their respective classrooms, or a list of department employees in their respective work areas. The supplementary plan template is intended to be used in conjunction with the CECMR.
- **Full Safety Plan** - The standard safety plan is used for situations that involves more risk to a large group of people, such as athletic events or commencement ceremonies. The full safety plan aligns with the CECMR, but allows the division or department to identify and control for hazards unique to their activities or that may be required by regulatory guidance applicable to the operation. Also, this additional information may be required for review before the ICS provides approval for a plan.

The process for submitting a safety plan for review and approval is contained within the template form itself. Templates can be accessed on the college's [Coming to Campus website](#) near the bottom of the page.

COVID-19 Supervisor

The COVID-19 Supervisor, or designee must be identified in the safety plan and is key to the effectiveness of its implementation. The COVID-19 Supervisor is responsible for implementing all elements of the plan as written as well as to monitor the health of employees and or students at all times during operations. The COVID-19 Supervisor can be anyone who is designated by a division's dean or department's director and who has the requisite authority and knowledge to effectively enforce the safety plan. The COVID-19 Supervisor or designee work to ensure the department's plan remains current with changes to state and local COVID-19 guidelines.

For questions about current guidelines, please contact Health and Safety Specialist Jose Nieves, jnieves@pierce.ctc.edu, 253-964-6632.

Covid-19 Supervisor/Designee Additional Responsibilities:

- Be present or available for contact during department operating hours.
- Ensure all students or employees who were approved an exemption for vaccination by the college submit their daily online [health check form](#).
 - **Note:** Fully vaccinated students or employees who have verified their vaccination status with the college are exempt from submitting a daily health check form.
- Identify safety concerns, needs, or questions and forward these to the district health and safety specialist for resolution.
- Conduct spot checks to ensure that all preventative safety measures set forth in the safety plan are being met (physical distancing, use of PPE, etc...)

COVID-19 Safety and Disease Prevention and Mitigation training

An initial briefing must be conducted for employees and students to explain the protective measures, expectations and procedures covered in this CECMR and department safety plan. A periodic review must be conducted at the discretion of the COVID-19 Supervisor which includes briefing any new updates to the plan. If there are no updates to be disseminated, a review can be as simple as highlighting elements of the plan to ensure students/employees remain aware of key safety protocols, procedures, expectations, etc...

COVID 19 Supervisors must provide education concerning symptom detection, sources of exposure risk to COVID-19 and prevention measures. The following link accesses training concerning these topics which satisfy this requirement: [Return to Worksite Coronavirus Education](#)

On-site Physical Distancing

Pierce College has determined that it will maintain an indoor social distancing requirement of **3 feet** (about arm's length) during all college related activities. This is a universal precaution intended to help protect those who have been granted a medical or religious exemption to vaccination.

College activities that have parallel functions out in the community

For activities that have parallel functions out in the general community – personal services, fitness centers, libraries (with some exceptions), performing arts, venues and culinary-program restaurants, for example – the college has always followed the Healthy Washington protocols rather than the higher education proclamation.

The Healthy Washington requirements went away on June 30, 2021 along with many restrictive protocols. However, even if distancing restrictions have been lifted at counterpart services/functions out in the local community, the college still maintains a 3 foot distancing requirement.

Divisions and departments may also use guidance specific or mandatory for their industry, for example dental hygiene childcare centers, etc...

Personal Protective Equipment (PPE)

Face Coverings (masks)

According to a [statewide mask order](#), masks are required for everyone who is in an indoor public space, regardless of vaccination status. For employees, there are limited exceptions when face coverings aren't required:

- When the employee is vaccinated and in an office space that is not easily accessible to the public.
- When an employee — vaccinated or unvaccinated — is working alone indoors or in a vehicle with no interactions with others and no expectation of in-person interruptions.

PPE – general use

PPE protects workers from hazards when engineering and administrative controls are insufficient on their own. The types of PPE that workers may need for protection from exposures to COVID-19 in areas with community transmission will vary based on work activities and exposure risks. For example, some activities may require N95 type air purifying respirators (APRs) to mitigate respiratory hazards related to COVID. Please contact the District Health and Safety Specialist if unsure of proper PPE level. The college will provide PPE for both employees and students, although they may provide their own. Contact Daniel Timmons (253-840-8318) in Facilities for more information.

Administrative Controls

Administrative controls and safe work practices change policies and procedures for how workers perform job duties to ensure work activities are conducted safely. This concept also applies to students. Examples of administrative controls that employers may find useful for protecting workers from COVID 19 include:

- Limiting the number of workers assigned to a particular shift in a facility and ensuring workstations are spaced at least 3 feet apart.
- Posting signage, in languages the workers understand, to remind workers, customers, and visitors to maintain a distance of at least 3 feet between one another and to practice regular hand hygiene.
- Providing COVID related training and information in languages the workers understand (see training section).
- Making cleaning supplies available for employees to use.
- Ensuring students and employees wear face coverings when indoors.

Engineering controls

Engineering controls typically require a physical change to the workplace to isolate workers from a hazard. Examples of engineering controls that may be useful for protecting workers from COVID-19 include:

- Installing Plexiglas, stainless steel, or other barriers between workers, such as on assembly lines, or between workers and customers, such as at points of sale.
- Using rope and stanchion systems to keep customers/visitors from queueing within 6 feet of work areas.
- Modifying physical workspaces to increase the distance between employees.

The college will not be installing Plexiglas barriers as a general COVID-19 mitigation, but existing installation

may stay in place. Contact the District Health and Safety Specialist for a risk assessment of a space of concern.

Hand Hygiene Preventative Measures

Ample soap and running water throughout campus for frequent handwashing. COVID-19 Supervisors must communicate and enforce the following:

- Frequent handwashing: location of hand wash stations, frequency of handwashing, when to wash
- Sanitizing of hands: If soap and water are not readily available, provide alcohol-based hand sanitizer that is at least 60% alcohol. See CDC guidance [go.usa.gov/xv6qJ](https://www.cdc.gov/xv6qJ)
- Covering coughs and sneezes: visit CDC's coughing and sneezing etiquette: [go.usa.gov/xv6qN](https://www.cdc.gov/xv6qN)
- Face coverings: All persons must wear face coverings indoors. Face coverings must be worn outdoors if 3 feet of distance cannot be maintained from others. See L&I's "[Which Mask for Which Task?](#)" for more information.
- Provide reminders: Verbally and by posting signs, flyers, announcements etc... in the operations area.
 - Print resources: Free print resources to communicate disease prevention (posters, flyers, infographics, etc...)
 - [Centers for Disease Control](#)
 - [Tacoma Pierce County Health Department](#)

Online Health Screening:

Note: Persons who have been fully vaccinated (2 weeks past the second dose or first dose for Janssen vaccine) and have verified their vaccination status with the college are exempt from submitting a daily online health screening.

Persons who have received an exemption must submit the [online Health Check Form](#) prior to arrival on-campus or before engaging in a college activity. If no symptoms of illness are indicated on the Health Check Form, reporters may proceed with their planned activity. The Health Check Form can be accessed by visiting the [Coming to Campus](#) page on the college web site

Note: Persons experiencing COVID-19 symptoms (vaccinated or unvaccinated) must not come to campus or engage in college activities. See Reporting positive COVID-19 cases and exposures below.

In-person health screenings

Departments conducting in-person health screenings must do so in accordance with WA Department of Health [guidance](#) and guidance specific to regulatory requirements of the department's industry or operation.

Reporting positive COVID-19 cases and exposures

Individuals involved in or having knowledge of positive COVID-19 cases and exposures must immediately notify Jose Nieves or Jeff Schneider. This especially true if positive cases and exposure have been located on campus.

Jeff Schneider, District Director of Campus Safety, jshneider@pierce.ctc.edu, office: 253-964-6221

Jose Nieves, District Health and Safety Specialist, jnieves@pierce.ctc.edu, office: 253-964-6632

Non-emergency issues or complaints

Non-emergency issues or complaints may be submitted using the online [Pierce College General Complaint](#)

Eligibility to be On-campus

- Fully vaccinated and verified through the college. [See Returning to Campus - Vaccination](#)
- Faculty, staff, or students must be:
 - Asymptomatic (shows no signs of the flu or Covid-19)
 - Have not tested positive for influenza or COVID-19
 - Have no known exposure (lives with someone who is symptomatic, or been exposed, or has not tested positive for influenza or COVID-19)

Visitors and volunteers

- Volunteers must be vaccinated or have an exemption, but only if they are coming to campus (per the [vaccination proclamation](#)).
- Visitors don't have to be vaccinated (per the higher education proclamation and the vaccination proclamation).

COVID-19 Related Policies and Protocols

COVID-19 Accommodations

Employees requesting an accommodation due to COVID-19 high-risk status, please use the [COVID High Risk Employee Accommodation Request Form](#). All accommodation requests not related to COVID-19 should follow the standard process. For more information, download the [Health Emergency Labor Standards Act \(HELSEA\) Q&A](#).

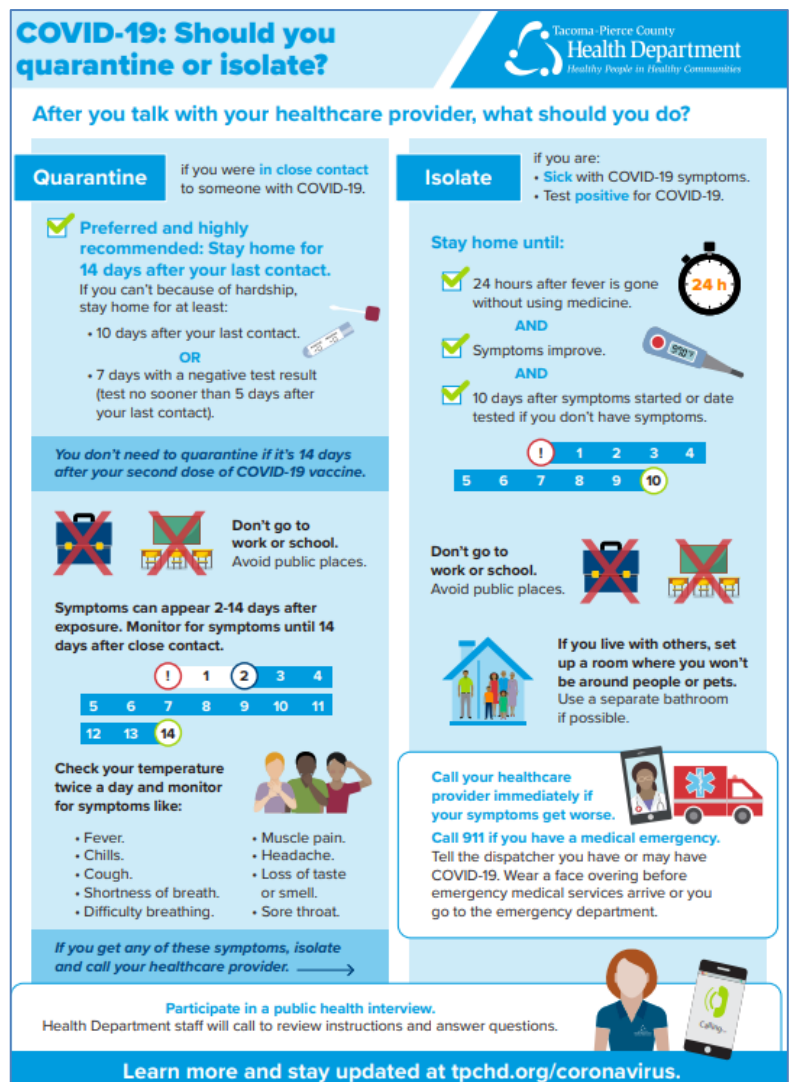
Return to campus guidance

Employees and students should follow [Tacoma Pierce County Health Department guidance for Isolation or quarantine](#):

COVID-19 testing in lieu of quarantine

Students and employees who wish to return to campus sooner in lieu of remaining in quarantine for 14 days must wait at least 5 days after exposure ([close contact](#)) before taking a test. A return to campus is authorized after the 7th day of quarantine if a COVID 19 test indicates a negative result.

Waiting to test 5-7 days after exposure is ideal in order to account for the virus incubation period, otherwise there is a possibility of receiving a false negative test result. This



COVID-19: Should you quarantine or isolate?
Tacoma Pierce County Health Department
Healthy People in Healthy Communities



After you talk with your healthcare provider, what should you do?

Quarantine if you were in close contact to someone with COVID-19.


Preferred and highly recommended: Stay home for 14 days after your last contact. If you can't because of hardship, stay home for at least:

- 10 days after your last contact.
- OR
- 7 days with a negative test result (test no sooner than 5 days after your last contact).

You don't need to quarantine if it's 14 days after your second dose of COVID-19 vaccine.

  Don't go to work or school. Avoid public places.

Symptoms can appear 2-14 days after exposure. Monitor for symptoms until 14 days after close contact.

 1 2 3 4 5 6 7 8 9 10 11 12 13 14

Check your temperature twice a day and monitor for symptoms like:

- Fever.
- Muscle pain.
- Chills.
- Headache.
- Cough.
- Loss of taste or smell.
- Shortness of breath.
- Sore throat.
- Difficulty breathing.

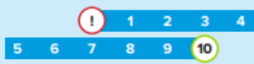
If you get any of these symptoms, isolate and call your healthcare provider. →



Isolate if you are:


- Sick with COVID-19 symptoms.
- Test positive for COVID-19.

Stay home until:

- 24 hours after fever is gone without using medicine.
- AND
- Symptoms improve.
- AND
- 10 days after symptoms started or date tested if you don't have symptoms.

 1 2 3 4 5 6 7 8 9 10

  Don't go to work or school. Avoid public places.

 If you live with others, set up a room where you won't be around people or pets. Use a separate bathroom if possible.

Call your healthcare provider immediately if your symptoms get worse. Call 911 if you have a medical emergency. Tell the dispatcher you have or may have COVID-19. Wear a face covering before emergency medical services arrive or you go to the emergency department.

Participate in a public health interview. Health Department staff will call to review instructions and answer questions.

Learn more and stay updated at tpchd.org/coronavirus.

means a person who tests too soon after exposure may still be infected, even though they receive a test result that indicates they are not. Discuss return to campus options with your designated COVID-19 Supervisor.

Employees may also contact Jeff or Jose for help determining return to campus status.

COVID infection/Exposure Notification Response Protocols

If employees or students develop symptoms of acute respiratory illness, they must seek medical attention and inform their supervisor or program faculty. If symptoms develop while on campus or you had been on campus 48 hours prior to onset of symptoms, contact Jeff or Jose immediately. We will inquire about your current health status and ask who you may have had *close contact* with while on campus.

If an employee or student is confirmed to have COVID-19 infection, the college will inform fellow employees and students of their possible exposure to COVID-19, while maintaining confidentiality as required by the Americans with Disabilities Act (ADA). The college will begin contact tracing and instruct impacted individuals on how to proceed based on the CDC Public Health Recommendations for Community-Related Exposure.

If symptoms develop while off campus, the employee or student may not return to campus until they have been cleared by a healthcare provider or have met the health department's quarantine/isolation protocols as outlined above.

Additional guidance COVID-19 Guidance from the Washington State Health Department and CDC

- [Evaluation and Management of Persons with New Unexplained Symptoms of COVID-19](#)
- [What to do if you were potentially exposed to someone with COVID-19](#)
- [What to do if you have confirmed or suspected COVID-19](#)
- [What to Do If You Are Sick](#)

Location Log of all Campus Attendees/ Contact tracing

The online [Health Screening form](#) will create a daily attendance log of all approved employees and students enrolled in an instructional program. This daily log will be securely retained for a minimum of four weeks in accordance with all FERPA and HIPAA requirements.

- The log will include the name, phone number, and email address of all attendees for potential COVID-19 contact tracing purposes.

Visitors/Vendors/Contractor

On August 20th, Gov. Inslee announced his latest COVID-19 vaccine requirements for Washington's higher educational institutions.

The [proclamation](#) requires contractors who have goods, services, or other contracts with a Washington state agency to ensure that their personnel who perform contract activities *on site* comply with the COVID-19 vaccination requirements, by requiring such personnel to be fully vaccinated, unless properly exempted for disability or sincerely held religious beliefs, as set forth in the proclamation.

The Office of Financial Management and Department of Enterprise Services worked together to provide guidance to assist agencies in implementing the contractor vaccination requirements, which was issued the

afternoon of September 2nd, 2021.

The Pierce College Budget & Finance team is reviewing this guidance and mapping out the process for our existing contracts as well as processes for future solicitations/contracts. They will be providing more information about the processes as soon as the details are worked out.

Daily Sanitation

According to the CDC, The virus that causes COVID-19 can land on surfaces. It's possible for people to become infected if they touch those surfaces and then touch their nose, mouth, or eyes. In most situations, the [risk of infection from touching a surface is low](#). The most reliable way to prevent infection from surfaces is to [regularly wash hands or use hand sanitizer](#). However, Faculty, staff and students will have access to disinfectant wipes to wipe down high touch surfaces and equipment.

The college follows standard practices and appropriate regulations specific to our type of facility for minimum standards for cleaning and disinfection. This guidance is indicated for buildings in community settings and is **not** intended for [healthcare settings](#) or for [other facilities](#) where specific regulations or practices for cleaning and disinfection may apply, such as our dental hygiene clinic or Child Development Centers. Additionally, this guidance only applies to cleaning and disinfection practices to prevent the spread of the virus that causes COVID-19. It does not apply to any cleaning or disinfection needed to prevent the spread of other germs.

Our custodial staff will disinfect all facility spaces, fixtures, furniture and non-specialized equipment to the sanitation and disinfection levels identified in the Custodial Cleaning Standards and Training Guide.

- Entry, Exit and Common Areas
- Tables & Chairs
- Lab Doors & Door Handles
- Countertops & Sinks
- Restrooms
- Stairways
- Elevators
- Instructional Program Spaces

Custodial staff will provide support in the sanitation of specialized instructional equipment at the request of the program.

Supplies

Will be placed in each area after cleaning, with gloves being worn during handling. Any supplies that are reusable will be cleaned; reusable supplies that cannot be cleaned will now be one use only (i.e. split gauze pads)

If an employee or student reports feeling sick and goes home, the area where that person worked will be immediately disinfected. If a Covid-19 case is confirmed in the area, the Facility Post-Exposure Incident Recovery Section of this plan would be enacted.

Facility Post-Exposure Incident Recovery

The [CDC provides recommendations on the cleaning and disinfection](#) of rooms or areas occupied by those with suspected or with confirmed COVID-19. It is aimed at limiting the survival of COVID-19 in key environments. These recommendations will be updated if additional information becomes available.

Positive Case of Covid-19 on campus cleaning and disinfection protocol

If there has been a sick person or someone who tested positive for COVID-19 on campus within the last 24 hours, facilities will clean and disinfect the spaces they occupied.

As indicated in the Incident reporting section above, persons with knowledge of a positive case of COVID-19 on campus must report the matter to the District Health and Safety Specialist or District Campus Safety Director (see incident reporting above for contact information). These person will initiate the following protocol by contacting the appropriate response personnel.

Before cleaning and disinfecting - As per CDC guidelines, Facilities will:

- Close off areas used by the person who is sick and do not use those areas until after cleaning and disinfecting.
- Wait as long as possible (at least several hours) before cleaning and disinfecting.

While cleaning and disinfecting

- Open doors and windows and use fans or HVAC (heating, ventilation, and air conditioning) settings to increase air circulation in the area.
- Use products from [EPA List](#) according to the instructions on the product label.
- [Wear a mask](#) and [gloves](#) while cleaning and disinfecting
- Focus on the immediate areas occupied by the person who is sick or diagnosed with COVID-19 unless they have already been cleaned and disinfected.
- [Vacuum the space if needed](#). Use a vacuum equipped with high-efficiency particulate air (HEPA) filter and bags, if available.
 - While vacuuming, temporarily turn off in-room, window-mounted, or on-wall recirculation heating, ventilation, and air conditioning systems to avoid contamination of HVAC units.
 - Do NOT deactivate central HVAC systems. These systems provide better filtration capabilities and introduce outdoor air into the areas that they serve.

If less than 24 hours have passed since the person who is sick or diagnosed with COVID-19 has been in the space, clean and disinfect the space.

If more than 24 hours have passed since the person who is sick or diagnosed with COVID-19 has been in the space, cleaning is enough. You may choose to also disinfect depending on [certain conditions](#) or everyday practices required by your facility.

If more than 3 days have passed since the person who is sick or diagnosed with COVID-19 has been in the space, no additional cleaning (beyond regular cleaning practices) is needed.

Proclamations

The college must follow several proclamations and rules around COVID-19 health and safety. The following chart indicates the key proclamation for each issue, but there may be crossover language in the other proclamations on this chart or elsewhere.

Issue	Higher education proclamation 20-12.5	Vaccination proclamation 21-14.1 for employees at agencies, K-12 and higher ed., and health care institutions Statewide	Statewide Mask order 20-03.4 , State Department of Health	Labor and Industries requirements and guidance for employers	Guidance for higher ed. from the Washington State dept. of Health	Health Emergency Labor Standards Act. Protects high-risk employees from discrimination during public health emergencies
Student vaccinations (a local college decision)	X					
Student vaccinations – in clinical placements	X					
College employee vaccinations	Higher ed. proclamation refers to this Vaccination proclamation	X				
Students Masks			X			
College employee masks			X			
Overall health and safety protocols for colleges requiring vaccination	X				X	
Health and safety guidance and rules for all employees in Washington state, including private businesses				X		



Questions concerning this safety plan

Please contact Jose Nieves, District health and Safety Specialist for any questions, comments or concerns pertaining to this document

Office: 253-964-6632

Email: jnieves@pierce.ctc.edu