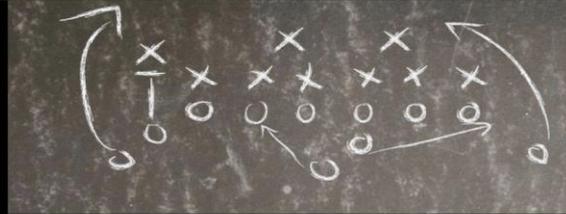


COVID-19 Back to Work Game Plan

PLAYBOOK



**16th Annual SHARP/VPP Conference
Virtual Style**

**COVID-19 Back to Work: The Game
Plan**

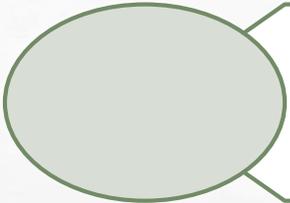
September 24, 2020

**Keneasha Scott, FSR, APSS
K Scott Consults, LLC**

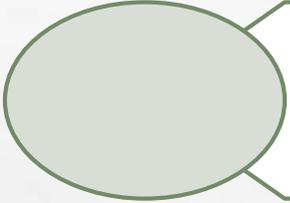




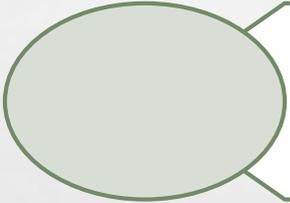
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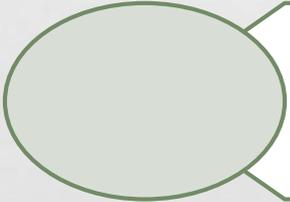
Identify a Pandemic Response Team



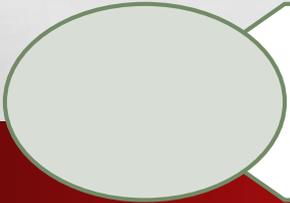
Identify and develop Offensive Plays



Identify and develop Defensive Plays



**Discuss those items that will give the
Pandemic Response Team Field Goals and
Extra Points**



**Discuss items that may result in
Turnovers/Interceptions**



Flag on the Play “Disclaimer”

The information presented in this presentation is a combination of best practices, Executive Orders, City Ordinances, Regulatory Standards. The information presented in this presentation is not meant to bypass any regulatory, nor legal advice received from those in charge of your regulatory compliance. Information presented here is being presented in a general manner, and the information can be taken to apply it to your employer’s specific situation.

The regulatory standard information is the minimum standard in which you must adhere to. Employers may (and are encouraged to) go over and above the minimum standards to ensure employee health and safety.



Roll Call of Eligible Players

**Type your Industry in the
Chat Section**



Back to Work
Assessment w/
Report of Findings
&
Recommendations

Engineering
Controls &
Administrative
Practices

Defensive
Plays

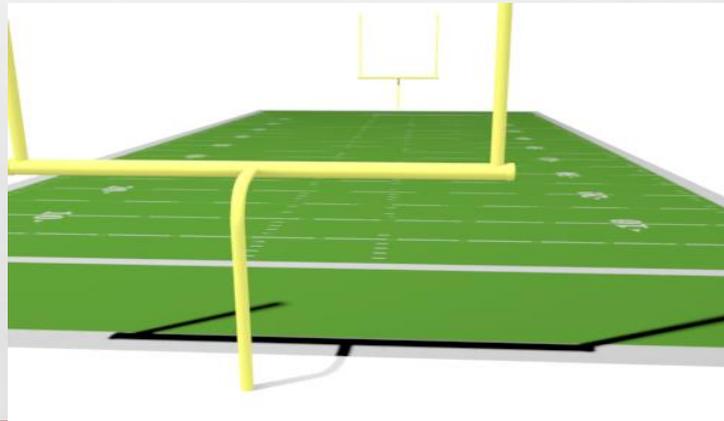
PPE Hazard
Assessment
Disinfecting
& Sanitizing

Field
Goals/Extra
Points

Continuous
Regulatory
Compliance
/Training

Turnovers &
Interceptions

OSHA
Recordkeeping
/
Workers
Compensation
Compensable
Claim



Pandemic Response Team



"Now promise me you will all be very careful."



Pandemic Response Team

- **The Quarterback – The Plan Administrator**
- **The Running Back – Managers, Supervisors, Team Leads**
- **The Wide Receiver – The Employees**

Pandemic Response Team

The Quarterback – YOU!

There **MUST** be a **POINT** Person.

- Have a system to stay updated on regulatory changes at the local, state, and federal level
 - Ex: Who will watch the update from Governor Hutchinson each day and stay updated on mandates and Executive Orders
- Who will Employees go to for information?
- Who will reports be made to when there is a positive case?
- Anonymous reports

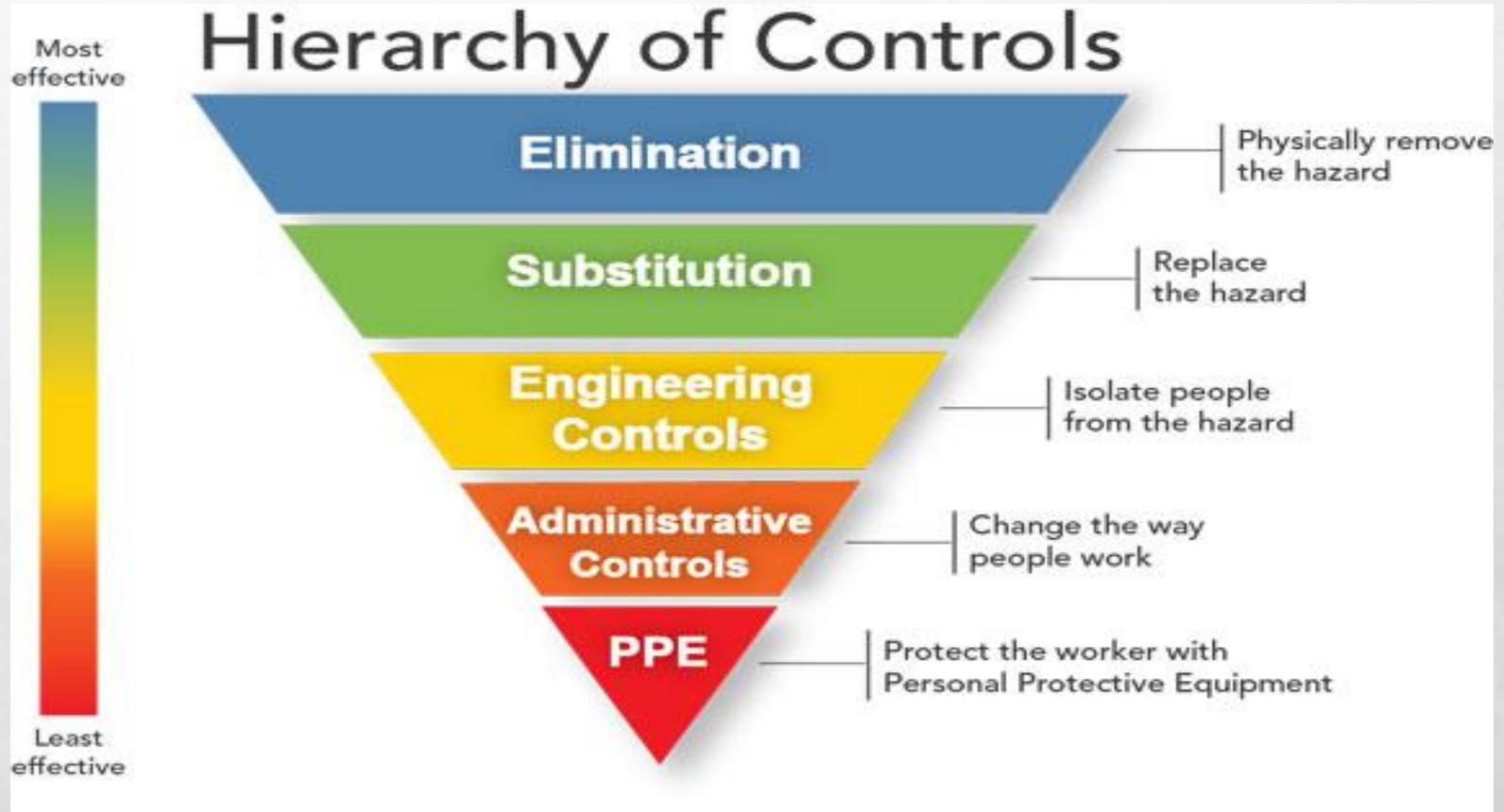
Offensive Plays



- Engineering Controls
- Administrative Practices



Engineering Controls



Engineering Controls

- **Elimination/Substitution**
 - Can employees work from the sidelines?
 - Can employees be rotated and work rotating shifts?
- **Physical (Social) Distancing**
 - Work Stations
 - Common Areas such as breakrooms, clock in areas, rest areas
- **Physical Barriers**

Administrative Controls

- **Self Reporting and Isolation**
 - Plan Administrator's Contact
 - When to Self Report?
 - Systems in place to respond to those who self reported (See Contact Tracing Section)
- **Frequent Cleaning**
- **Employee Tracking**

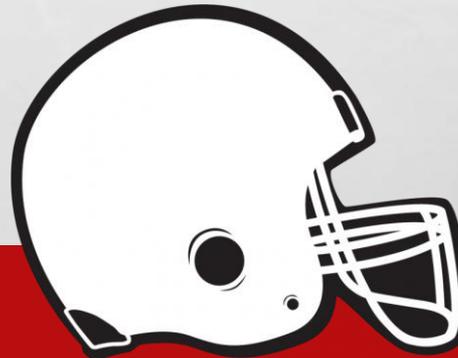
Defensive Plays



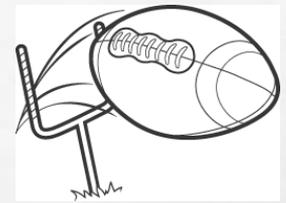
**Personal
Protective
Equipment**

**Sanitizing/
Disinfecting**

**Health
Screenings**



Defensive Plays



Personal Protective Equipment

29 CFR 1910.132

“The employer shall assess the workplace to determine if hazards are present, or are likely to be present, which necessitate the use of personal protective equipment (PPE). If such hazards are present, or likely to be present, the employer shall...

- Select and make appropriate PPE available
- Communicate to Employees
- Certify the Assessment

1910.132(b) *Employee-owned equipment*

Where employees provide their own protective equipment, the employer shall be responsible to assure its adequacy, including proper maintenance, and sanitation of such equipment

Remember Engineering Controls?

- **First** try to Mitigate the Hazard
- **Then** try to reduce the severity of the hazard or prevent the hazard from coming into contact with the employee.
- **Next** Apply Administrative Controls...
 - THEN...and only then
 - **PPE**



Defensive Plays

Sanitizing and Disinfecting



Identify those areas that have been touched/accessed by employees.



Establish cleaning schedule

- Periodic and Frequent
- After an exposure incident



Companies that use CDC/EPA approved chemicals





Defensive Plays – Player Physical Health (Also known as Entrance) Screenings

- **Maintain Social Distancing at the screening area**
- **Remember ADA/HIPAA in the event someone does not pass the screening**
- **Protect the Screener**
- **Post Screening Rules and Questions**
- **Consider electronic assessment of screening questions**

Do you have a cough, shortness of breath?

Do you have known exposure to someone with COVID-19?

Sore throat unrelated seasonal allergies

Muscle/body aches (not from normal daily activities)

Do you have known exposure to someone with flu-like symptoms

Fever (100.0 F or higher, this will be verified)

Diarrhea, not food related

Loss of taste or smell



Guidance when the official worksite is open

Scenarios		Telework	Reports to work	Weather and COVID-19 Related Leave	
If:	And:	Then:			
Employee is not exhibiting symptoms of COVID-19	is directed by a health professional to stay home	✓	✗	✓	
	is not directed by a health professional to stay home	✓	✓	✗	
	prefers not to come to an otherwise open worksite	✓	✓	✗	
	is at high risk of COVID-19 as defined by the CDC	✓	✗	✓	
	has children at home due to school or childcare center closures	✓	✓	✗	
	has a family member(s) who requires care and the family member is:	not ill	✓	✓	✗
		ill	✓		✗
	returns from travel and is directed by a health professional or supervisor to stay home	✓	✗	✓	
	is designated as an emergency employee and ordered to report onsite	✓	✓	✗	
	is ill for other reasons	use sick leave			
Employee is symptomatic of COVID-19, is ill, or cannot work		use sick leave			

i Adapted from the Department of Defense, "Civilian Duty Status and Use of Weather and Safety Leave During COVID-19 Pandemic." Memorandum from the Undersecretary of Defense dated March 30, 2020.

Field Goals



Continuous Regulatory Compliance

Americans Disability Act

Equal Employment
Opportunity Commission

Occupational Safety and
Health Administration

Environmental
Protection Agency

National Fire Protection
Association (NFPA) Life
Safety Code



Extra Points

- Training Sign In Sheets
- Causation Investigations
- Contact Tracing



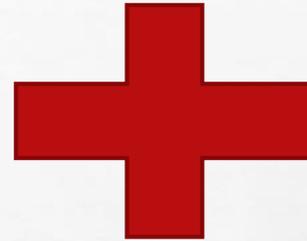
Turnovers and Interceptions



- OSHA Recordable
- Workers Compensation Claim



Employee tests positive



**Employee's medical treatment or
restrictions meets recording criteria**



OSHA RECORDING & REPORTING



29 CFR 1904

Fumbles

Employee tests positive

Ready.... Break



- Causation investigation to determine if it's work related
- Contact tracing to determine who the employee has been in contact with
- Inform employees (while abiding by HIPAA/EEOC guidelines)
- Sanitize and Disinfect
- Allow employees a chance to be tested



29 CFR 1904

Regulatory Changes Updates

Remember John Elway?

- Arkansas News Conference daily @ 130 pm
- Labor Attorneys
- Arkansas Department of Health website
- Center for Diseases Control Website
- OSHA Website
- Regulatory Consultants



Overtime Extra Points

**Grant Program for
Assessments for
Manufacturing
Companies**



Flag on the Play

Communicating the Plan



Remember: "The Catch"



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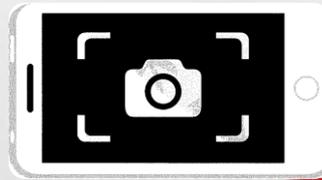
Put me in Coach!

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Questions??????

Drop your questions in the Chat **THANK YOU!!!**

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Follow us on Twitter:  <https://twitter.com/ConsultByKScott>

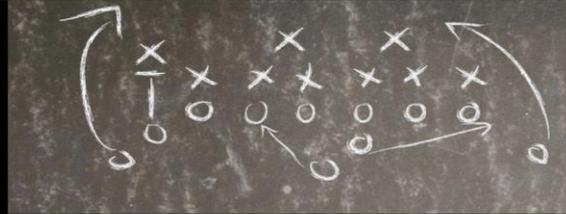


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