

COVID19 INDIVIDUAL RESPONSIBILITIES FOR OPPORTUNITY CENTER VISITORS, CLIENTS AND STAFF

Purpose:

Workplace COVID-19 protection plans have been established and must be used by all visitors, clients and staff within in-person service settings. The plans decrease risk for exposure to COVID-19, as well as decrease risk of spreading COVID-19 in the event someone is positive for COVID-19 and not showing any symptoms

Adherence:

All persons are expected to follow established workplace COVID-19 protection plans. If an individual is unable or unwilling to consistently follow the established workplace plans, they may be removed from in-person service settings for their safety and the safety of others.

Training:

All clients and staff will receive general information and training on COVID-19 prevention, including specific workplace COVID-19 protection plan(s) for areas they participate in and how to access local, state and federal COVID-19 resources.

Monitoring:

Employment Services Supervisor or Employment Services Instructor III will monitor staff and client adherence to workplace COVID-19 protection plans. Employment Services Instructors will monitor clients who participate in off-site activities. Non-adherence to workplace protection plans will be immediately reported to their Supervisor or Employment Services Instructor III.

Access:

Workplace COVID-19 protection plans will be accessible in each Opportunity Center on-site service area. Off-site service plan(s) will be provided to the assigned Employment Services Instructor who will make them available for review upon request.

Modifications:

Modifications to workplace COVID-19 protection plans may occur when:

- The recovery phase is changed by the local Health Officer
- The state recovery phase changes for our area
- Recommended precautions are updated in accordance with the current phase for Shasta County
- Directives are provided by any federal, state or local government authority
- Modifications are needed to improve processes in maintaining effective workplace COVID-19 protection plans