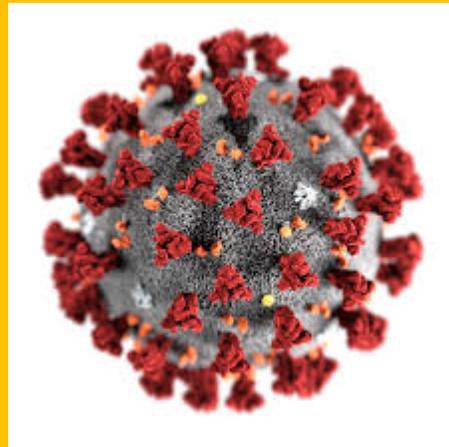


# Workplace Health & Safety Standards Laboratory and Research Training COVID-19

The University of Massachusetts Dartmouth



# Purpose

COVID-19 workplace safety standards for laboratories are issued to provide researchers and students working in laboratories with instruction and training to help fight against the spread of COVID-19 as laboratories re-open.

Workers must continue to telework if feasible.



# Health and Safety First

Anyone with symptoms of any illness must stay home.

Employees and/or students may not report to work if ill.

For additional information visit:

CDC Website: <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

MA Dept. of Health Website: <https://www.mass.gov/info-details/covid-19-updates-and-information>

Campus Website: <https://www.umassd.edu/emergency/coronavirus/>



# COVID-19 HEALTH SCREENING QUESTIONNAIRE

*Everyday each employee prior to reporting to campus, must complete a health monitoring screening COVID-19 self-assessment.*

- Fever (>100.4F)
- o Loss of smell or taste
- o Cough
- o Muscle aches
- o Sore throat
- o Shortness of breath
- o Chills
- o Headache
- o Gastrointestinal symptoms such as nausea/vomiting, diarrhea, loss of appetite
- o Have you, or anyone you have been in close contact with been diagnosed with COVID-19, or been placed on quarantine for possible contact with COVID-19?
- o Have you been asked to self-isolate or quarantine by a medical professional or a local public health official?

**If the employee is experiencing any of these symptoms or situations, they should not report to work, they will notify their supervisor and call or email Marianne Sullivan. If an employee starts to feel sick during their shift, they are to notify their supervisor, go home and call or email Marianne Sullivan.**



# At Risk Groups – STAY HOME

- If you are in an at Risk Group the University strongly recommends that you not return to campus to conduct research this summer
- COVID-19 is a new disease and there is limited information regarding risk factors for severe disease. Based on currently available information and clinical expertise, **older adults and people of any age who have serious underlying medical conditions** might be at higher risk for severe illness from COVID-19.
- If you're in an at risk group, before returning to campus the University strongly encourages you to talk to your doctor



# At Risk Groups Defined

- Based on what we know now, those at high-risk for severe illness from COVID-19 are:
- People 65 years and older
- People who live in a nursing home or long-term care facility
- People of all ages with underlying medical conditions, particularly if not well controlled, including:
- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
  - Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease



# Safety at Work - REQUIREMENTS

- PPE
- Face Coverings
- Hand Hygiene
- General Hygiene
- Social Distancing
- Minimize Personnel
- Cleaning and Disinfecting
- Staffing and Operations
- Sanitizing Work Areas and Equipment



# Face Coverings

- Face coverings that cover the nose and mouth are required for every person that comes to campus
- Face coverings must be worn in all common spaces such as entryways, hallways and restrooms
- They must be worn in spaces being shared by more than one person and whenever there is any chance that social distancing may not be maintained
- Face coverings reduce, but does not eliminate, the spread of aerosols and droplets from the wearer
- This requirement will continue until further notice



# Hand Hygiene



**Wash your hands often with soap and water for at least 20 seconds.**



# General Hygiene Protocols

- Employees should frequently wash their hands, using soap and running water. Supervisors must allow sufficient break time for workers to wash hands frequently; alcohol-based hand sanitizers with at least 60% alcohol may be used as an alternative
- Facilities will conduct frequent cleaning and sanitation of all high-touch areas outside of laboratories such as door handles, handrails, elevators and restrooms
- Researchers must perform frequent cleaning of areas, equipment and high touch surfaces such as light switches and door handles in the lab (including the door handles used to enter the lab).
- Researchers should avoid sharing use of laboratory materials / equipment and disinfect equipment between use
- All workspaces and equipment must be sanitized before use changes from one person to another
- A log of lab cleaning and sanitization must be kept for each lab space
- Trash must be tied up and left outside the lab door for pickup



# Social Distancing

- Employees must use face coverings or face masks except where doing so may introduce a safety hazard to workers
- Ensure separation of 6 feet or more between individuals unless this distance is unsafe due to the nature of the work or configuration of the workspace
- The fewest number of people should occupy lab space each day
- Designate assigned working areas (e.g., floor, building) to individuals where possible to limit movement throughout the facility and limit contact between workers. Stagger work schedules
- Improve ventilation for enclosed spaces where possible (e.g., open doors and windows)



# Staffing and Operations



- Check UMassD COVID-19 and HR websites for up-to-date safety information and precautions including hygiene and other measures aimed at reducing disease transmission
- Workers must continue to telework if feasible (e.g., office work, data analysis, notebook recording); meetings should be remote to reduce density in the laboratory
- Adjust workplace hours and shifts (if working in-person, leverage working teams with different schedules or staggered arrival / departure) to minimize contact across workers and reduce congestion at entry points
- Workers must stay home if feeling ill
- REMINDER: Workers should self-identify symptoms or any close contact to a known or suspected COVID-19 case to the Marianne Sullivan



# Staffing and Operations Continued



- Workers who test positive for COVID-19 are encouraged to disclose to Marianne Sullivan for purposes of cleaning / disinfecting and contact tracing.
- If the University is notified of a positive case at the workplace, the University will notify the Local Board of Health (LBOH) and work with them to trace likely contacts in the workplace and advise workers to isolate and self-quarantine. Testing of other workers may be recommended consistent with guidance and / or at the request of the LBOH
- Obey all signage and posted notices of important health information, relevant safety measures, and restricted areas!



# Cleaning and Disinfecting



- Facilities will conduct daily cleaning and disinfection of areas outside laboratories
- Facilities will conduct frequent disinfecting of heavy transit areas and high-touch surfaces (e.g., doorknobs, handrails, elevators, bathrooms)
- In event of a positive case, shut down site for a deep cleaning and disinfecting of the workplace in accordance with current guidance
- The University shall maintain cleaning logs that include date, time, and scope of cleaning



# Sanitizing Your Work Area and Equipment

- Each lab will receive a disinfectant kit for laboratory personnel to sanitize their work area and equipment before and after every use:
  - One wash bottle
  - One package of paper towels
  - One pair of safety goggles
  - 1 gallon of 99.9% Isopropyl Alcohol
- **PPE Required:** Safety goggles, nitrile gloves
- **NOTE:** Isopropyl Alcohol is extremely flammable and should never be stored or used near an open flame or where sparks could occur.



# Sanitizing Your Work Area and Equipment

- **Procedure:**
- Don (put on) safety goggles, nitrile gloves
- Make a 70% solution with Isopropyl Alcohol
- Fill wash bottle with 70% solution
- Make sure surfaces are pre-cleaned
- Apply 70% solution to the cleaned hard surfaces, spread evenly with paper towels and allow to evaporate before using area
- Before using on equipment, verify isopropyl alcohol is appropriate for application to the surface
- Verify paper towels are dry before placing into the trash



# Guiding Principles

- It's up to all of us to create a safe environment
- Follow all social distancing, face covering and hand hygiene protocols
- Encourage dialogue and communication for a culture of safety in reporting issues
- Create a lab schedule that allows for social distancing. Encourage employees to work shifts that allow maximal social distancing
- Reinforce that it's necessary to go home if sick



## **Please note:**

- **Workplace safety standards for laboratories are subject to change at any time**
- **Violation of these rules provided in the provided training documents may result in the loss of on campus privileges for the individual or for the entire lab**
- **Employees should be aware that despite following best practices we cannot reduce the risk to zero but working together and following these guidelines and practices we can reduce community spread and exposure.**



# Contact Information

If you have questions or concerns please contact:

Director of Health Services:  
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# Additional worker safety guidelines and resources

## **U.S. Department of Labor, Occupational Safety and Health Administration (OSHA):**

- OSHA – COVID-19 <https://www.osha.gov/SLTC/covid-19/>
- OSHA – Enforcement Guidelines Webpage [https://www.osha.gov/SLTC/covid-19/standards.html#enforcement\\_discretion](https://www.osha.gov/SLTC/covid-19/standards.html#enforcement_discretion)
- OSHA Fact Sheet – Protecting Workers During a Pandemic <https://www.osha.gov/Publications/OSHA-FS-3747.pdf>

## **U.S. Centers for Disease Control (CDC):**

- CDC – Environmental Cleaning and Disinfection Recommendations <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>
- CDC – Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease (Updated 3/21/20) [https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fspecific-groups%2Fguidance-business-response.html](https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fspecific-groups%2Fguidance-business-response.html)

