



COVID-19 Safety Plan

November 2020

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Revision History

Date	Author	Description
July 2020	Melodie Hutmacher, Emergency Manager	Issued
November 2020	Melodie Hutmacher, Emergency Manager	Minor edits overall for clarity, general housekeeping, and to repair broken links Updated Section 3: COVID-19 Background to reflect updated data Expanded Section 4: Risk Control Measures for clarity and to reflect updated protocols Added Addendum for Provincial Order Dated November 19, 2020

Introduction

On March 11, 2020, the World Health Organization declared the ongoing COVID-19 outbreak a pandemic. In response, Camosun College transitioned on March 14 from face-to-face instruction to alternative instruction and assessment to reduce the number of staff and students on campus in order to help prevent transmission of the virus within the Camosun community.

On May 6, 2020, Premier John Horgan outlined the next steps for B.C.'s pandemic response in a Go Forward Strategy using a phased approach to lifting restrictions. With this comes the reintroduction of some face-to-face classes and services at Camosun, which could result in students and staff at Camosun College being exposed to COVID-19.

Recommendations from the BC Centre for Disease Control, WorkSafeBC, and the Go-Forward Guidelines from BC's Public Post-Secondary Sector continue to inform Camosun College's protocol for planning and conducting safe campus operations. Camosun is utilizing a combination of control measures to ensure faculty, staff and students are adequately protected until a vaccine has been developed to prevent transmission of the virus, or until personal and/or "herd" immunity occur. Camosun is committed to using the most effective control measures based upon the current level of scientific knowledge, and best practices, as described in this COVID-19 Exposure Control Plan (ECP).

1 Document Scope

This COVID-19 Safety Plan applies to Camosun College faculty, staff and students. Due to health risks posed by exposure to COVID-19, it is mandatory that all employees and students take reasonable actions to eliminate or minimize their exposure to the virus to reduce the likelihood of transmission.

2 Roles and Responsibilities

Camosun College employees must review the Exposure Control Plan and this Safety Plan, and understand the applicable COVID-19 responsibilities:

2.1 College Executive Team

- Determines which programs and services are approved for on-campus activity
- Sets priorities and approves processes, policies and responses to COVID-19

2.2 Dean/Director

- Assess on-campus needs for employees and services
- Determine approval for employee access to campus
- Responsible for dispersing important information and communications about Camosun's response to COVID-19

2.3 Occupational Health & Safety

- Maintains the accuracy of the Exposure Control Plans and Safety Plans to reflect changes in risk control procedures, recommendations or information available on COVID-19
- Conduct Risk Assessments and inform on protocol and procedures required for safe usage of campus spaces, including both common and specifically designated spaces
- Develop and make available all documentation produced or collected during the risk assessment process for assessed spaces
- Update applicable documentation to reflect WorkSafeBC changes to operational guidelines
- Maintain all records pertaining to COVID-19 protocols, guidelines and procedures

- Immediately correct unsafe acts and conditions as it pertains to COVID-19
- Conduct periodic reviews of the effectiveness of the Exposure Control Plan and Safety Plan. Due to the rate at which information from public health authorities is being updated, and variations in the availability of resources to control exposure, the Exposure Control Plan and Safety Plan will be reviewed at frequent intervals until infection rates stabilize. Modifications will be made if there are relevant changes due to Provincial Orders, WorkSafeBC Guidelines, Ministry of Health or AEST guidance, or changes to risk potential
- Ensure personal protective equipment (PPE) (e.g. gloves, non-medical face masks, etc.) and other resources required to fully implement and maintain the Exposure Control Plan and Safety Plan are available when and where required

2.4 Workplace Leaders

- Complete [COVID-19 Employee Safety Training and COVID-19 Workplace Leader Safety Training](#)
- Review the information outlined in the Exposure Control Plan and this Safety Plan, in addition to related policies, directives and guidelines, and help to promote awareness
- Ensure staff and students are educated and trained to an acceptable level of competency with respect to the COVID-19 health hazards and recommended safe work procedures
- Monitor direct reports to ensure COVID-19 policies and procedures are being followed
- Immediately report and mitigate unsafe acts and conditions related to COVID-19

2.5 Faculty and Staff

- Review the requirements of the Exposure Control Plan and this Safety Plan
- Complete [COVID-19 Employee Safety Training, Initial Self-Assessment & Declaration](#)
- Review Camosun [Directive D-1.2: Absences from Campus due to COVID-19](#)
- Complete the [On Campus Employee Attendance Form](#) for dates of approved on-campus activity
- Use the [BC COVID-19 Self Assessment tool](#) before attending campus for the first time and self-monitor for symptoms on a daily basis for each subsequent visit
- Ensure specific space usage protocols and guiding principles are adhered to, including proper use of PPE
- Conduct work in a safe manner to ensure the risk to colleagues and students is minimized and effectively controlled
- Provide adequate instruction to students to mitigate the hazards associated with COVID-19
- Evaluate planning and procedures in consultation with the OHS team, as required

2.6 Students

- Complete [COVID-19 Student Safety Training and Initial Screening Assessment](#), before starting class
- Use the [BC COVID-19 Self Assessment tool](#) before attending campus for the first time and self-monitor for symptoms on a daily basis for each subsequent visit
- Follow established COVID-19 protocols and guidelines
- Report any observed unsafe conditions or acts as they pertain to COVID-19 to faculty or staff
- Understand how, and when, to report potential COVID-19 exposure incidents

2.7 Joint Occupational Health and Safety Committee (JOHSC)

- Ensure there is a mechanism in place where workers can raise any concerns about the risk of COVID-19 exposure at the workplace to the joint committee or worker representatives
- Have committee members participate in a walk-through assessment of the work process(es) to help identify potential areas of increased risk and priority action
- Invite joint committee or worker representatives to be involved in the development of safe work procedures
- Have joint committee members involved in promoting COVID-19 exposure control measures and policies
- Have the joint committee provide feedback on the effectiveness of control measures implemented

3 COVID-19 Background

According to the British Columbia Centre for Disease Control (BCCDC) “Coronaviruses are a large family of viruses found mostly in animals. In humans, they can cause diseases ranging from the common cold to more severe diseases such as Severe Acute Respiratory Syndrome (SARS) and Middle East Respiratory Syndrome (MERS). The disease caused by the new coronavirus has been named COVID-19.”

COVID-19 was first identified in late 2019. It was declared a global pandemic by the World Health Organization in March 2020.

3.1 Viruses

Viruses are sub-microscopic “organisms at the edge of life” that contain genetic material, reproduce and evolve through natural selection. They are considered to be “non-living parasites” requiring a host to survive:

- After entering a host, viruses will attach to different areas of the body (each virus has a preference: nose, lung, brain);
- Following attachment, viruses transmit their genetic information to the body’s cells and “teach” the cells to replicate the viruses. Instead of producing more cells, the body’s cells will produce more viruses;
- The final step is the release of the viruses from the cells where they can be transmitted by different mechanisms (talking, coughing, sneezing and excreta).

3.2 COVID-19 Defined

While many of the characteristics of COVID-19 are still unknown, mild to severe illness has been reported for confirmed cases.

COVID-19 is a new strain of coronavirus that was discovered in December 2019 that had not been previously identified in humans. Based on currently available information and clinical expertise, older adults and people of any age who have underlying medical conditions might be at higher risk for severe illness from COVID-19.

3.2.1 COVID-19 Risk Groups

According to a compilation of [BC CDC information](#) (9 June 2020), the groups at highest risk for severe illness from COVID-19 are:

3.2.1.1 Adults aged 50 years and older.

- a. The age of BC cases resulting in death range from 47 years to 103 years old.
- b. BC CDC statistics has indicated those aged 60 or older have accounted for 94% of the deaths in BC with the median age being 85 years old. Those aged 30 or older account for 97% of the COVID-19 cases requiring hospitalization.
- c. The majority of the fatalities have been Females (52%) and Males (48%).

3.2.1.2 People who live in a nursing home or long-term care facility

3.2.1.3 People of all ages with underlying medical conditions, particularly if not well controlled, including:

- a. Chronic lung disease or moderate to severe asthma
- b. Serious heart conditions
- c. Hypertension (high blood pressure)
- d. Cancer
- e. 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

- f. Severe obesity (body mass index [BMI] of 40 or higher)
- g. Diabetes
- h. Chronic kidney disease undergoing dialysis
- i. Liver disease

3.3 Health Effects & Exposure Assessments

3.3.1 Adverse Health Effects

As of July 2020, available information suggests the incubation period is up to 14 days as reported by the BCCDC. The incubation period refers to the time from when a person is first exposed until symptoms appear. The virus can be transmitted to others despite the absence of symptoms.

The BCCDC, World Health Organization, and Province of British Columbia reports that the symptoms of COVID-19 are similar to other respiratory illnesses including the flu and common cold. The most common symptoms of COVID-19 include:

- Fever (see below)
- Chills
- Cough or worsening of chronic cough
- Shortness of breath
- Sore throat
- Runny nose
- Loss of sense of smell or taste
- Headache
- Fatigue
- Diarrhea
- Loss of appetite
- Nausea and vomiting
- Muscle aches

While less common, symptoms can also include:

- Stuffy nose
- Conjunctivitis (pink eye)
- Dizziness, confusion
- Abdominal pain
- Skin rashes or discoloration of fingers or toes.

Fever: Average normal body temperature taken orally is about 37°C. For more on normal body temperature and fevers, see HealthLinkBC's information for [children age 11 and younger](#) and for [people age 12 and older](#). Infants less than three months of age who have a fever should be assessed by a health care provider.

3.3.2 Actions to take if Symptoms Develop

Employees experiencing any of the above symptoms should inform their Workplace Leader, stay home, complete the [BC COVID-19 Self-Assessment](#) and follow the instructions provided. Anyone exhibiting the above symptoms is not permitted to visit Camosun campuses.

Anyone who develops symptoms while on campus must inform their workplace leader, go straight home without making any stops, and complete the [BC COVID-19 Self-Assessment](#) and follow the instructions provided.

3.4 Exposure Risk Assessment

COVID-19 is spread from an infected person through:

- Respiratory droplets spread when a person coughs or sneezes
- Close personal contact such as touching or shaking hands
- Touching an object or surface with the virus on it, then touching your mouth, nose or eyes before washing your hands

The durations for virus viability are not entirely known and will vary greatly with the environmental conditions and type of material the virus is residing on. The virus does not enter the body through intact skin and normally only enters the body through the respiratory system or mucous membranes.

3.4.1 Transmission

According to the BCCDC, there have been instances of transmissions before the person became sick or symptoms were so mild that the person did not know they were sick. It is unclear if this contributes to significant spread of the virus in the population. Most people become ill from being in close contact with someone who shows symptoms such as coughing and sneezing, therefore transmitting the virus through droplets.

The World Health Organization's Scientific Brief reports that transmission of COVID-19 can occur through "direct, indirect, or close contact with infected people through infected secretions such as saliva and respiratory secretions or their respiratory droplets, which are expelled when an infected person coughs, sneezes, talks or sings." Respiratory droplet transmission can occur when a person is in close contact (within 1 metre) with an infected person who has respiratory symptoms (e.g. coughing or sneezing) or who is talking or singing; in these circumstances, respiratory droplets that include COVID-19 can reach the mouth, nose or eyes of a susceptible person, which can result in infection.

Indirect contact transmission (fomite transmission) through a susceptible host contacting a contaminated object or surface may also be possible.

3.4.1.1 Airborne Transmission

Airborne transmission is defined as the spread of an infectious agent caused by the dissemination of aerosols that remain infectious when suspended in air over long distances and time. According to the WHO, airborne transmission of COVID-19 can occur during medical procedures that generate aerosols (“aerosol generating procedures”). Due to this, it is recommended that all aerosolized procedures be suspended during the COVID-19 epidemic, or extremely minimized in use. While currently unproven in the scientific community if COVID-19 can also be spread through aerosols in the absence of aerosol generating procedures, particularly in indoor settings with poor ventilation, it is recommended that all precautionary measures take place to help minimize the potential risk (i.e., use of medical grade N95 respirators in all areas for which aerosolized procedures are used).

Members of the Camosun College may potentially be exposed when they are in contact with people carrying the COVID-19 virus.

3.4.1.2 Fomite Transmission

Respiratory droplets that are expelled by infected individuals can contaminate surfaces and objects, creating fomites (contaminated surfaces). Viable COVID-19 virus can be found on those surfaces for periods ranging from hours to days, depending on the ambient environment (including temperature and humidity) and the type of surface, particularly in health care facilities where COVID-19 patients are treated. Because of this, transmission can also occur indirectly through touching objects or surfaces in the immediate environment contaminated with COVID-19 from an infected person followed by touching the mouth, nose, or eyes.

3.4.2 Potential Risk

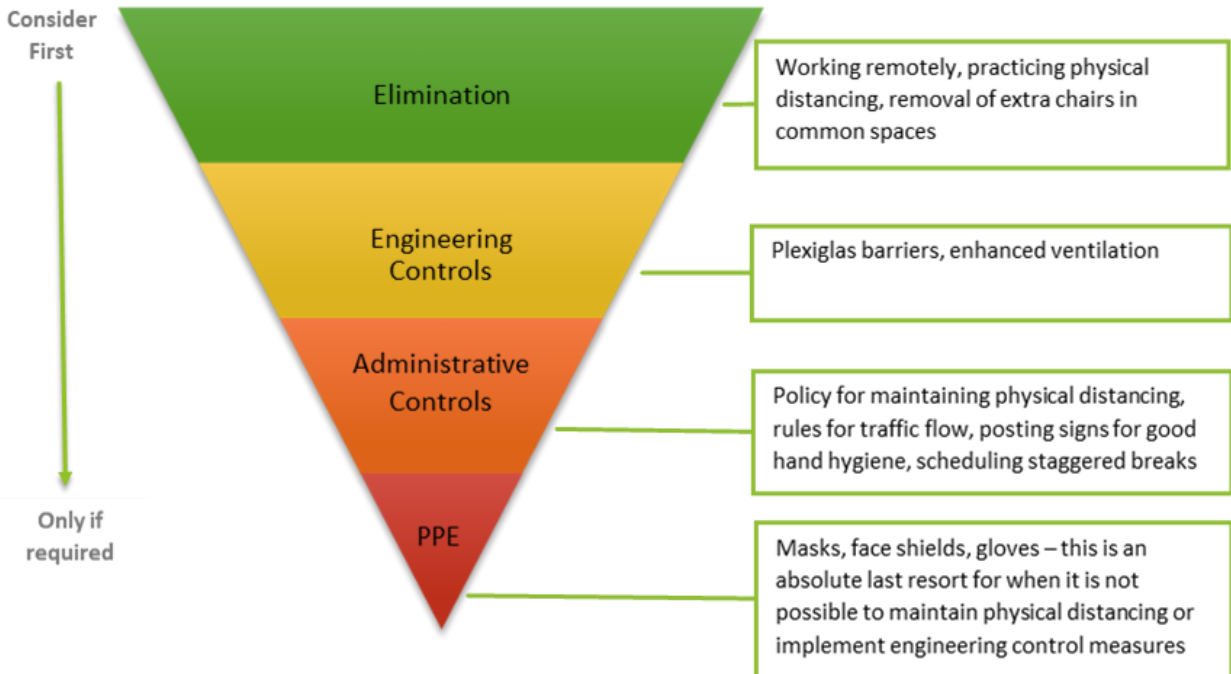
The college activities with a potential for exposure to COVID-19 include:

- Office work involving face-to-face interactions between staff and students
- Learning sessions and events involving students and employees in indoor settings
- Common touch points (such as door knobs, handrails, and share equipment)
- Custodial work involving office locations and treatment room scenarios
- Use of public and share spaces
- On-campus practicum activities in healthcare settings (such as dental clinic, massage therapy, AET clinic)
- Face to face service/product delivery

4 Risk Control Measures

Effective control measures must be used to eliminate or reduce the risk of being exposed to COVID-19.

The hierarchy of control measures that must be followed to prevent, or minimize, the potential for being exposed to and transferring COVID-19 are:



REF: WORKSAFEBC, 19 MAY 2020

- **Elimination Controls** – measures to reduce the density (intensity and number of contacts) of people in classes/offices/shared spaces/public spaces (e.g. working remotely; maintaining a physical space of at least 2m/6ft between persons, limit number of workers in a workspace at any given time)
- **Engineering Controls** – physical barriers (e.g. Plexiglas barriers; one-way systems for traffic flow; physical space between seating)
- **Administrative Controls** – rules and guidelines to reduce the likelihood of transmission (e.g. stay away if sick; staggered hours of operation, extra cleaning protocols, policy to prohibit sharing of tools/supplies)
- **PPE** – If the first three levels of protection aren't enough to control the risk, consider the use of non-medical masks and other Personal Protective Equipment (PPE). Be aware of the limitation of non-medical masks to protect the wearer from respiratory droplets. Ensure workers are using masks appropriately. PPE should not be used as the only control measure – it must be used in combination with other measures.

Control measures for COVID-19 must, as a minimum, follow the federal/provincial public health alerts. Camosun monitors and implements (when applicable) the recommendations available through WorkSafeBC. Information sources, such as WorkSafeBC, World Health Organisation (WHO), Centers for Disease Control and Prevention (CDC), and the BC Center for Disease Control (BCCDC) have informed development of this ECP.

**The Occupational Health & Safety Coordinator must be involved in the development of risk controls.*

4.1 Elimination / Physical Distancing

4.1.1 Common to all activities

- All non-essential face-to-face activities should be reduced or suspended

- Remote learning/working must be utilized when feasible
- As referenced within [Directive D-1.2 Absences from campus due to COVID-19](#), employees and students must not attend campus if:
 - Experiencing symptoms of illness
 - Recently travelled internationally and have not yet self-isolated for at least 14 days upon return; refer to the [Quarantine Act](#)
 - Residing with a person diagnosed as having COVID-19
- Anyone who is experiencing symptoms of illness, or suspects they have been in contact with persons known to have or suspected of having COVID-19 should complete the [BC COVID-19 Self-Assessment](#) and follow the instructions provided. Employees must also inform their Workplace Leader

4.1.2 Safe Start Camosun defined

- The college has established the Safe Start Camosun process to streamline the approval and planning of components of courses and programs that need to be delivered on campus or have a face to face component. Course/program/service delivery require prior approval of the applicable Vice President and are subject to OHS assessments of the proposed space usage, capacity restrictions, and additional risk control measures.
 - Courses that can be delivered entirely online, as well as virtual or online components of applied courses, will remain online.
 - On-campus and blended courses that require students to come on campus or have a face-to-face component will be delivered in a way that is safe for students and employees.
 - The transition to this practice at Camosun is being guided by the Provincial Health Officer's core guidelines; practice standards that are being developed for the post-secondary sector by the Ministry of Advanced Education, Skills and Training; and, health and safety advice from WorkSafeBC.

4.1.3 On-Campus Attendance

- If employees can work remotely, they should do so
- Employees who are working remotely cannot return to campus until they receive approval by their Dean/Director and are specifically required to return
- The [On-Campus Attendance Form](#) must be completed by employees prior to campus attendance; it will notify the Workplace Leader and provide the Facilities Services team with data on the dates/times of planned attendance
- All visitors, contractors and service personnel must check in to the Facilities Office at the applicable campus in order to be verbally screened, checked in, and allowed access on site. The amount of instruction will vary based on what service they are providing.
 - Facilities office hours of operation are 8:00am to 12:00pm, closed for lunch, and then 1:00pm to 4:00pm, Monday to Friday. The Lansdowne office phone number is 250 370-3041 and Interurban phone number is 250 370-3889. Delivery services are not required for screening by the Receiving Department.
 - [Lansdowne](#) Facilities Office is in the Dawson building, room 200
 - [Interurban](#) Facilities Office is located next to P1

4.2 Engineering Controls

4.2.1 Common to all activities

- Where feasible, the ventilation rate of indoor spaces is to be increased and re-circulation of indoor air eliminated. Doors, hatches and windows are to be opened where possible to reduce the residence time of potentially “infectious” aerosols in indoor locations.

4.2.2 Office work

- Access entrances should be restricted to Camosun employees who have approval to attend campus
- Work areas should be configured to maintain at least 6 feet / 2 metres of physical distancing
- The areas of reception and/or teaching station will have additional Plexiglas barriers installed, where required, to prevent droplet transfer during interaction
- Commercial deliveries are to be arranged to be dropped off/picked up outside the Receiving area in a no-contact manner. Shipments to be dropped off/picked up will be coordinated with Receiving department to ensure shipments are not left unattended at the designated area

4.2.3 Custodial work

- Surfaces that may become contaminated shall be cleaned and disinfected. Cleaning products must be on the Health Canada list of approved disinfection products.
- Products that are acceptable for use must have a current Safety Data Sheet (SDS)
- Vacuums used during cleaning activities shall be equipped with a HEPA filter
- The campuses will be cleaned and disinfected in accordance with the BCCDC’s Cleaning and Disinfectants for Public Settings.
- A cleaning schedule that focuses on cleaning high-traffic areas and high-contact surfaces, such as doors and cabinet handles, stair railings, washrooms, light switches, and common areas

4.3 Administrative Controls

4.3.1 Common to all activities

4.3.1.1 Gatherings

- Camosun College faculty and staff members must maintain physical distancing of at least 6 ft./2m from each other
 - In-person meetings must be limited
 - In-person meetings shall only be held in well ventilated open spaces where physical distancing can be maintained, or outside
 - Remote / online learning and work arrangements are preferred.
 - Maximum occupancy shall be adhered at all times.
 - The maximum number of attendees will not exceed any guidelines, orders, or recommendations of the Provincial Health Officer
 - Whenever possible stairs shall be taken to enable adequate physical distancing.
 - If elevators are utilized do not exceed maximum occupancy posted.
 - Signs must be posted to identify the number of occupants that can be accommodated in an area to meet physical distancing requirements
 - Alternate and/or add additional class times will be utilized to reduce the risk of exposure and facilitate physical distancing

- Break periods are to be staggered to accommodate physical distancing in all break rooms and common areas
- Food and beverages will not be shared. Only individually packaged serving will be permitted during the pandemic period (i.e. no buffets, boxes of baked goods)

4.3.1.2 Avoidance

- [Directive D-1.2: Absences from Campus due to COVID-19](#) was created to protect the health and safety of Camosun College employees and students; it provides consistent direction to remain off-campus in the event of suspected or actual symptoms associated with COVID-19.

4.3.1.3 Personal Hygiene

- Reinforce personal hygiene messages to Camosun College faculty and staff:
 - Camosun College faculty and staff must wash their hands or sanitize their unsoiled hands frequently and before eating, drinking or smoking or using the washroom. (Instructional posters on how to effectively wash hands shall be posted at each handwashing station)
 - Avoid touching your face.

4.3.1.4 Hygiene

- Clean and disinfect frequently touched surfaces before and after using the space:
 - For works stations, this includes keyboard, client chair, work bench surfaces, work light handle and arm.
 - For office/desks this includes the door handles, chair armrests, computer keyboard and mouse, memory fobs, desk surface, phone and printer controls.

4.3.1.5 Training

- Shared awareness of this ECP, the [COVID-19 Safety Training & Initial Self-Assessment for Camosun Employees](#) and [COVID-19 Student Safety Training](#) will educate Camosun faculty, staff & students about the required health and safety measures to prevent the likelihood of COVID-19 transmission.

4.3.1.6 Communication

- [Safe Start Camosun Communications Plan](#) was implemented in May, 2020 and is updated regularly.
- College employees are kept informed through CamNews, the college newsletter, as well as college-wide announcements and directives.
- Deans and Directors are also responsible to ensure updated information is disseminated to department employees.
- Information webpages for the Camosun Community:
 - [COVID –19 information for the Camosun community](#)
 - [COVID-19 Safety Training & Screening for Students](#)
 - [Student Resources](#) and [Student FAQ's](#)
 - [COVID-19 Safety Training & Initial Self-Assessment for Camosun Employees](#)

- Employee [Resources](#) and Employee [FAQ's](#)

4.3.1.7 Office work

- Avoidance: minimize sharing of office space wherever possible

4.3.1.8 Remote work

- Directives/guidelines for employees required to temporarily work remotely will apply
- Anyone who experiences symptoms of illness, or have been or suspect they have been in contact with persons known to have or suspected of having COVID-19 should complete the [BC COVID-19 Self-Assessment](#) and follow the instructions provided.

4.3.1.9 Custodial work

- Hygiene: Increase all department facility cleaning by cleaning and sanitizing all common areas and surfaces at least twice daily. Examples include washrooms, treatment rooms, shared offices, common tables, desks, light switches, handrails and door handles.

4.4 Personal Protective Equipment

PPE is the last line of defence and should be carefully considered.

4.4.1 Common to all activities

- All Camosun College employees located in areas where 2 metres of separation cannot be maintained will be required to use a non-medical face mask to minimize the release of droplets generated by coughing, sneezing and talking
- Hands must be washed or sanitized before donning or doffing a face mask
- In the event a physical distance of 6ft/2m cannot be maintained between persons (i.e., instructor demonstrating procedures at close proximity to student, two workers that must be in close proximity to carry out a specific task) a face covering or non-medical mask must be worn

4.4.2 Custodial work

- Disposable gloves (nitriles or similar).
- Dispose of all contaminated materials (cleaning supplies, PPE) in double plastic bags. Seal the bags using duct tape. Waste material can be placed in normal disposal

4.4.3 Dental Clinic - Aerosolized Procedures

- In the event aerosolized procedures are used within the dental clinic, all participants must wear a medical-grade N95 respirator

4.4.4 Mandatory Mask Requirement

- Through a COVID-19 Risk Assessment, some programs, departments, classes may be identified for a mandatory mask requirement. These may include, but are not limited to, culinary programs, dental programs/clinics, massage programs/clinics, HHS teaching clinics.
- During any PHO Order stating masks are required within specific areas (please refer to any current orders in effect in [Addendum A](#) below.)

5 Education & Training

The Workplace Leaders in each Camosun department must ensure that their employees are informed about the content of this Exposure Control Plan and advise them to complete the required safety training and screening prior to attending campus.

COVID-19 Safety Training and Initial Symptoms Screening Assessment links:

- [Employee COVID-19 Safety Training and Initial Symptoms Screening Assessment](#)
- [Workplace Leader COVID-19 Safety Training](#)
- [Student COVID-19 Safety Training and Initial Symptoms Screening Assessment](#)

Minimum training requirements will address the following:

- Hazards and risks associated with exposure to COVID-19
- Signs and symptoms of COVID-19
- Procedures and protocols for exposure control measures related to COVID-19
- Use of non-medical face masks and other personal protective equipment, as applicable
- How to report potential exposure to COVID-19

5.1 Employee COVID-19 Safety Training Records

Training records are maintained by the Human Resources Department. Completion of Employee and Workplace Leader training will be recorded on the employee's Colleague file.

5.2 Student COVID-19 Safety Training Records

Completion of student training is to be monitored by course instructors. Training completion records are maintained in the [Safe Start Student Training Class List Web Report](#).

5.3 Documentation & Record Retention

Camosun College will keep records of the following information:

- Declarations of COVID-19 Employee Safety Training completion
- Declarations of COVID-19 Workplace Leader Safety Training completion
- Completion of COVID-19 Student Safety training for instructor reference
- Records of On-Campus Employee Attendance
- Evaluation of the risk control options, and work procedures used in approved spaces
- Review of first aid reports and any reported health-related symptoms.

6 Health Monitoring

Camosun College employees who are potentially exposed to COVID-19 must conduct a self-assessment using the [BC COVID-19 Self Assessment](#) to determine if they should isolate or seek assistance.

If experiencing COVID-19 symptoms contact HealthLink BC by dialling 8-1-1. A HealthLink BC nurse will provide advice on how to proceed with testing and/or treatment, if necessary.

If a Camosun employee, student or visitor to the campus experiences any symptoms related to COVID-19 are to go home directly and call 8-1-1 BC HealthLink for further directions.

7 Resources and References

- BC Centre for Disease Control (BCCDC)
- Provincial Health Officer

- World Health Organisation (WHO)
- WorkSafeBC
- Centre for Disease Control (CDC)

8 Document Links

- [B.C. COVID-19 Self-Assessment Tool](#)
- [COVID –19 information for the Camosun community](#)
- [Directive D-1.2: Absences from Campus due to COVID-19](#)
- [Employee COVID-19 Safety Training and Initial Symptoms Screening Assessment](#)
- [Employee Resources and Employee FAQ's](#)
- [On-Campus Attendance Form](#)
- [Safe Start Camosun Communications Plan](#)
- [Student COVID-19 Safety Training and Initial Symptoms Screening Assessment](#)
- [Student Resources and Student FAQ's](#)
- [Safe Start Student Training Class List Web Report.](#)
- [Workplace Leader COVID-19 Safety Training](#)

Addendum A: November 19, 2020 PHO Order on Province-wide Restrictions

The order is in effect from November 19, 2020 at midnight to December 7, 2020 at midnight.

By order and direction of the Provincial Health Officer (PHO), all events and social gatherings are suspended to significantly reduce COVID-19 transmission related to social interactions and travel.

PHO order on province-wide restrictions

By order and direction of the Provincial Health Officer (PHO), all events and social gatherings are suspended to significantly reduce COVID-19 transmission related to social interactions and travel.

These orders include changes and/or restrictions to:

- [Events and social gatherings:](#)
 - All in-person events and community-based gatherings are suspended for the duration of this order,
 - No social gatherings of **any size** are to occur at a residence with persons other than those in the household or core bubble
 - The order does not restrict formal meetings, such as business meetings, but it is recommended that virtual meetings be held as much as possible
 - The order does not include educational events or gatherings
- [Workplace Restrictions](#)
 - Employers must make every effort to provide work from home options
 - Active daily health checks must be performed according to WorkSafeBC guidance. Employers must ensure that every worker performs a daily health check before entering the workplace. Health checks are mandatory self-assessments conducted by workers and includes confirming with their employer, in written or verbal format, that they have reviewed the complete list of entry requirements ([found here](#)) and that none of the prohibited criteria apply to them.
- [Restaurants and bars](#)
 - You must [wear a mask when not at a table](#)
 - Events are no longer allowed in restaurant settings
 - Must adhere to the [PHO Order – Food and Liquor Serving Premises](#) (PDF)
- [Athletic activities](#)
 - Businesses, recreation centres or other organizations that organize or operate high risk indoor group physical activities must suspend spin classes, hot yoga, and high intensity interval training (HIIT)
 - Venues that organize or operate other types of indoor group physical activities must suspend them temporarily while new guidance is being developed (*Note: as of November 24, 2020 guidance not yet developed*). When developed, venues must use the new guidance to update and re-post their COVID-19 Safety Plan before resuming operations

- Gyms and recreation facilities that offer individual workouts and personal training sessions can remain open as long as they have a COVID-19 Safety Plan that is strictly followed
- Games, competitions and practices can continue with no spectators and no travel for teams outside of their community
- No spectators are allowed at any sport activities under the order
- Travel to, from and between communities for team athletic activities like games, competitions, training and practice is prohibited under the order
- High performance athletes are exempted from the order
- [Mask requirements](#)
 - Masks are now mandatory for everyone in all public indoor settings and workplaces
 - People who cannot put on or remove a mask on their own are exempt
 - Masks are required in all workplaces for shared work areas and areas where physical distancing cannot be maintained
- [Travel advisory](#)
 - All non-essential travel should be avoided. This includes travel into and out of B.C. and between regions of the province
 - Essential travel within B.C. includes regular travel for work within your region; and, travel for things like medical appointments and hospital visits.
 - As confirmed with the Ministry of Advanced Education Skills and Training, travel to and from Post-Secondary school is considered essential travel
 - At this time, people travelling to B.C. from another province or territory within Canada should only come for essential reasons
- [Enforcement](#)
 - During a public health emergency under the Public Health Act, the PHO can make orders as needed. You must follow the orders
 - Under the Government's Emergency Program Act, some orders can be enforced by police or other compliance and enforcement officials. People who don't follow these orders could be fined

For further specific details of this order, please refer to [PHO order on Province-wide Restrictions](#) for the most up-to-date protocols and measures.

IMPORTANT: Any Order that is currently in effect shall supersede any measures and protocols outlined in the Camosun College COVID-19 Safety Plan for the duration of that Order.