

# Instructor Guidelines

- This is a sample presentation developed by OSHA that employers or other instructors may customize and use to train their employees according to the requirements of OSHA's COVID-19 Healthcare Emergency Temporary Standard (ETS, 29 CFR 1910.502).
- Employers and other instructors should review and customize this presentation, particularly the areas marked with blue text, to meet their specific training needs. Examples of ways to customize are:
  - Add workplace-specific COVID-19 hazards associated with specific job tasks, as well as the controls being implemented in the workplace to address these hazards.
  - Add workplace-specific policies and procedures to prevent the spread of COVID-19.
  - Remove information that does not pertain to their workplace.
- The training MUST:
  - Be provided to each employee in a language and literacy level they understand.
  - Be overseen or conducted by a person knowledgeable in the covered subject matter as it relates to the employee's job duties.
  - Allow employees an opportunity for interactive questions and answers.
- This presentation can be projected, printed as handouts, or both.
- Employers must ensure that employees comprehend the training materials (e.g., knowledge check, discussion after the training, etc.)
- Note that employers may rely on training completed prior to the effective date of the ETS to the extent that it meets the training requirements of paragraph (n) of the ETS.

**COVID-19**  
**Emergency Temporary Standard (ETS)**  
**Healthcare**  
**29 CFR 1910.502**

Employee Training Presentation

June 2021

# Overview of COVID-19 ETS (29 CFR 1910.502)

As part of OSHA's commitment to protect workers and deliver stronger worker safety protections, the agency has issued a COVID-19 Healthcare ETS that establishes new requirements to protect workers from exposure to COVID-19 in all settings, with some exceptions, where any employee provides healthcare or healthcare support services. The ETS requires employers to:

- ❑ Conduct a hazard assessment and implement a COVID-19 plan for each workplace. Engage employees in the development of the plan.
- ❑ Designate workplace safety coordinator(s), knowledgeable in infection control principles and practices, with authority to implement, monitor, and ensure compliance with the plan.
- ❑ Limit and monitor points of entry to settings where direct patient care is provided; screen and triage patients, clients, residents, delivery people and other visitors and non-employees entering the setting for symptoms of COVID-19; and implement patient management strategies.
- ❑ Develop and implement policies and procedures to adhere to Standard and Transmission-Based Precautions in accordance with Centers for Disease Control (CDC) guidelines.

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# Overview of COVID-19 ETS (29 CFR 1910.502)

- ❑ Provide and ensure employees wear facemasks when indoors and when occupying a vehicle with other people for work purposes; provide and ensure employees use respirators and other personal protective equipment (PPE) for exposure to people with suspected or confirmed COVID-19 and for aerosol-generating procedures (AGPs) on a person with suspected or confirmed COVID-19; and provide respirators and other PPE in accordance with Standard and Transmission-Based Precautions.
- ❑ Perform AGPs on persons with suspected or confirmed COVID-19 in an airborne infection isolation room, if available; limit employees present to only those essential; and clean and disinfect surfaces and equipment promptly after the procedure is completed.
- ❑ Keep employees at least 6 feet apart from others when indoors, unless not feasible for a specific activity (e.g., hands-on medical care).
- ❑ Install cleanable or disposable solid barriers at fixed work locations in non-patient care areas where employees are not separated from other people by at least 6 feet.
- ❑ Follow standard practices for cleaning and disinfection of surfaces and equipment in accordance with CDC guidelines in patient care areas, resident rooms, and for medical devices and equipment or in all other areas when a person who is COVID-19 positive has been in the workplace in the last 24 hours; in all other areas, clean high-touch surfaces and equipment at least once a day; and provide alcohol-based hand rub that is at least 60% alcohol or provide readily accessible handwashing facilities.

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# Overview of COVID-19 ETS (29 CFR 1910.502)

- ❑ Ensure adequate ventilation in accordance with the ETS, if the employer owns or controls buildings or structures with an existing HVAC system(s) and/or existing AIR(s).
- ❑ Screen employees before each work day and shift for COVID-19 symptoms; require each employee to promptly notify the employer when the employee is COVID-19 positive, has been told by a licensed healthcare provider that they are suspected to have COVID-19, or experiencing certain symptoms; and notify potentially exposed employees within 24 hours when a person who has been in the workplace is COVID-19 positive.
- ❑ Remove any employee who is COVID-19 positive or has been told by a licensed healthcare provider that they are suspected to have COVID-19, certain COVID-19 symptoms, or have had close contact with a person who is COVID-19 positive in the workplace; in some cases, provide pay and benefits to employees removed from the workplace.
- ❑ Provide paid time off for vaccinations and vaccine side effects.
- ❑ Train employees on workplace policies and procedures regarding COVID-19 in accordance with the ETS.
- ❑ If an employer has more than 10 employees on the effective date of this ETS, record all employee cases of COVID-19 on a COVID-19 log without regard to occupational exposure.
- ❑ Report work-related COVID-19 fatalities to OSHA within 8 hours of employer knowledge and in-patient hospitalizations within 24 hours of employer knowledge.

# For Fully Vaccinated Employees

- The ETS exempts fully vaccinated employees from the requirements for PPE, physical distancing, and physical barriers in well-defined areas where there is no reasonable expectation that any person with suspected or confirmed COVID-19 will be present.
- In order for an employer to be exempt from providing these controls in a well-defined area based on employees' fully vaccinated status, the COVID-19 plan must include policies and procedures to determine employees' vaccination status.
- [Employers: If allowing this exemption in your workplace, identify the well-defined areas where there is no reasonable expectation that any person with suspected or confirmed COVID-19 will be present, and describe the policies and procedures that will be used to determine employees' vaccination status.]

# COVID-19 Transmission

- COVID-19, or coronavirus disease 2019, is the respiratory disease caused by the virus SARS-CoV-2.
- The virus that causes COVID-19 spreads most commonly through person-to-person contact (within about 6 feet of each other), primarily through the inhalation of respiratory particles (droplets and aerosols) produced when an infected person exhales, talks, sings, shouts, coughs, or sneezes.
- An infected person can spread the virus before they show symptoms (pre-symptomatic) or without ever showing symptoms (asymptomatic).
- Less commonly, the virus spreads over longer distances when smaller droplets or particles linger in the air, particularly in indoor settings with inadequate ventilation.
- Another less common way the virus can spread is when someone touches a contaminated surface, and then touches their nose, mouth, or eyes.

# Hand Hygiene

- Regular handwashing is one of the best ways to remove germs, avoid getting sick, and prevent the spread of COVID-19 to others.
- To properly wash hands:
  1. Wet hands with water
  2. Apply enough soap to cover all hand surfaces
  3. Rub hands together and scrub everywhere
  4. Wash the front and back of your hands, in between your fingers, and under your nails
  5. Rinse hands with water
  6. Dry hands completely using a single-use towel or air dry
- Wash hands before eating; after blowing your nose, coughing, sneezing, being in a public place, using the bathroom, touching an animal, or handling waste; before and after caring for someone who is sick; and before, during, and after preparing food.
- Use an alcohol-based hand rub if soap and water are not available.



# Respiratory Etiquette

- Practice good respiratory etiquette to reduce the risk of spreading COVID-19:
  - Cover your mouth and nose with a tissue when coughing or sneezing to prevent the spread of germs
  - Throw used tissues in the trash
  - If you don't have a tissue, cough or sneeze into your elbow, not your hands
- Remember to wash your hands immediately after blowing your nose, coughing, or sneezing.

# Signs and Symptoms of COVID-19

- COVID-19 symptoms can include:
  - Fever or chills
  - New loss of taste or smell
  - Cough
  - Sore throat
  - Shortness of breath or difficulty breathing
  - Congestion or runny nose
  - Fatigue
  - Nausea or vomiting
  - Muscle or body aches
  - Diarrhea
  - Headache
- If you are sick:
  - Notify your employer, stay at home, and isolate yourself from others.
  - Contact your local healthcare provider and get tested if you have symptoms of COVID-19.
  - Call 911 if you are experiencing trouble breathing, or pain/pressure in the chest.

# Risk Factors for Severe Illness

- Severe illness means that a person with COVID-19 may need hospitalization, intensive care, a ventilator to help them breathe, or they may even die.
  
- Risk factors\* for severe illness can include:
  - Older adults
  - Pregnant people
  - Cancer
  - Chronic kidney disease
  - Chronic lung diseases (e.g., COPD, asthma, etc.)
  - Dementia or other neurological conditions
  - Diabetes
  - Down syndrome
  - Heart conditions
  - HIV infection
  - Immunocompromised state
  - Liver disease
  - Overweight and obesity
  - Pregnancy
  - Sick cell disease
  - Smoking, current or former
  - Solid organ or blood stem cell transplant
  - Stroke or cerebrovascular disease
  - Substance use disorders

\*[www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html)

# When to Seek Medical Care

- **Seek emergency medical care immediately** (call 911) if you or someone else is having:
  - Trouble breathing
  - Persistent pain or pressure in the chest
  - New confusion
  - Inability to wake or stay awake
  - Pale, gray, or blue-colored skin, lips, or nail beds, depending on skin tone
- These are not all possible symptoms. Call your medical provider for any other symptoms that are severe or concerning to you.

# COVID-19 Hazards in the Workplace

- Under the ETS, your employer must conduct a workplace-specific hazard assessment to identify potential workplace hazards related to COVID-19.
- [Employers: Insert workplace-specific information from your hazard assessment on the job tasks and situations in your workplace that could expose employees to COVID-19 and result in infection. For example, include job tasks in which 6 feet of physical distance from others cannot be maintained.]

# COVID-19 Plan

- Under the ETS, your employer must develop and implement a COVID-19 plan for each workplace; the plan must be written if there are more than 10 employees.
- Your employer must designate one or more workplace safety coordinators to implement and monitor the plan, and ensure compliance with all aspects of the COVID-19 plan.
- Your employer must seek the input and involvement of non-managerial employees and their representatives, if any, in the hazard assessment and the development and implementation of the plan.
  - [Employers: Describe how you will seek the input and involvement of non-managerial employees.]
- Your employer must monitor each workplace to ensure the ongoing effectiveness of the COVID-19 plan and update it as needed.
  - [Employers: Describe how you will monitor each workplace to ensure ongoing effectiveness of the COVID-19 plan.]

# COVID-19 Plan

- The COVID-19 plan must address the hazards identified by the hazard assessment and include policies and procedures to minimize the risk of transmission of COVID-19 for each employee.
- These policies and procedures include, but are not limited to:
  - Patient screening and management
  - Standard and Transmission-Based Precautions
  - Personal Protective Equipment (PPE)
  - Aerosol-generating procedures on a person with suspected or confirmed COVID-19
  - Physical distancing
  - Physical barriers
  - Cleaning and disinfection
  - Ventilation
  - Health screening and medical management
  - Vaccination
  - Training
  - [Employers: Insert other workplace-specific policies and procedures to prevent the spread of COVID-19 to employees.]

# Patient Screening and Management

- In settings where direct patient care is provided, your employer must:
  - Limit and monitor points of entry to the setting
  - Screen and triage all clients, patients, residents, delivery people and other visitors, and other non-employees entering the setting
  - Implement other applicable patient management strategies in accordance with CDC's "COVID-19 Infection Prevention and Control Recommendations"
- [Employers: Describe your procedures for limiting and monitoring points of entry to the setting, screening and triaging for symptoms of COVID-19, and implementing other patient management strategies.]



# Standard and Transmission-Based Precautions

- Your Employer must develop and implement policies and procedures that adhere to Standard and Transmission-Based Precautions in accordance with CDC's "Guidelines for Isolation Precautions."
- [Employers: Insert your workplace-specific policies and procedures on Standard and Transmission-Based Precautions.]

# Facemasks

- Your employer must provide, and ensure employees wear, facemasks when indoors and when occupying a vehicle with other people for work purposes.
- Facemasks must be:
  - Cleared by the Food and Drug Administration (FDA), authorized by an FDA Emergency Use Authorization (EUA), or otherwise offered or distributed as described in an FDA enforcement policy
  - Worn by each employee over the nose and mouth
  - Changed at least once per day, whenever they are soiled or damaged, and more frequently as necessary (e.g., patient care reasons)
- [Employers: Describe your policies and procedures for facemasks and instructions about when and how they should be worn or used.]

# Facemasks

- Facemasks are not required when:
  - Alone in a room
  - Eating or drinking (if 6 feet of physical distance or a physical barrier are maintained)
  - Wearing a respirator
  - It is necessary for mouth to be seen (e.g., communicating with an individual who is deaf or hard of hearing) and a clear, plastic facemask cannot be used [use an alternative (e.g., face shield) instead]
  - An employee cannot wear due to a medical necessity, medical condition, or disability [use face shield instead, if condition or disability permits it]. Accommodations may also need to be made for religious beliefs consistent with Title VII of the Civil Rights Act.
  - Wearing a facemask would present a hazard of serious injury or death (e.g., arc flash, heat stress, interfering with safe operation of equipment) [use an alternative (e.g., face shield) instead, if conditions permit, and resume wearing facemask when no longer engaged in this activity, 6 feet of physical distance is required to the extent feasible]
- Limitations of facemasks:
  - Facemasks are not substitutes for other policies and procedures to protect against COVID-19, and must be worn in addition to physical distancing and other precautions.
  - Facemasks can become soiled after each use and may be contaminated with bacteria and viruses, including the virus that causes COVID-19. This is why it is important to replace facemasks at least daily, and whenever they become damaged or soiled, and more frequently as necessary (e.g., patient care reasons).

# Respirators

- Respirators are a type of personal protective equipment (PPE) certified by the National Institute for Occupational Safety and Health (NIOSH) or authorized under an FDA EUA.
- Respirators protect against airborne hazards by:
  - Removing specific air contaminants from the surrounding air OR
  - Supplying breathable air from a safe source
- Face coverings, facemasks, and face shields are not respirators.
- Respirators can provide an additional level of comfort and protection for employees in circumstances that do not require a respirator to be used.
- Your employer may provide a respirator to employees instead of a required facemask, and, in such cases, must comply with the ETS mini respiratory protection program (29 CFR 1910.504).
- Your employer must permit employees to wear their own respirator instead of a required facemask and, in such cases, must comply with the ETS mini respiratory protection program (29 CFR 1910.504).
- [\[Employers: Insert your workplace-specific policies and procedures on respirator use in the workplace, if applicable.\]](#)

# Respirators and other PPE

- Your employer must provide protective clothing and equipment (e.g., respirators, gloves, gowns, goggles, face shields) to each employee in accordance with Standard and Transmission-Based Precautions in healthcare settings in accordance with CDC’s “Guidelines for Isolation Precautions” and ensure that the protective clothing and equipment is used in accordance with OSHA’s PPE Standards (29 CFR 1910 subpart I).
  - [Employers: Describe your policies and procedures for providing employees PPE in accordance with Standard and Transmission-Based Precautions in healthcare settings.]
- For employees with exposure to people with suspected or confirmed COVID-19, your employer must provide a respirator and other PPE, including gloves, an isolation gown or protective clothing, and eye protection, and ensure that respirators are used in accordance with the OSHA Respiratory Protection Standard (29 CFR 1910.134) and other PPE is used in accordance with OSHA’s PPE Standards (29 CFR 1910 subpart I).
  - [Employers: Describe your policies and procedures for protecting employees with exposure to people with suspected or confirmed COVID-19.]

# Respirators and other PPE

- For aerosol-generating procedures performed on a person with suspected or confirmed COVID-19, your employer must provide a respirator as well as gloves, an isolation gown or protective clothing, and eye protection, and ensure that respirators are used in accordance with the OSHA Respiratory Protection Standard (29 CFR 1910.134) and other PPE is used in accordance with OSHA's PPE Standards (29 CFR 1910 subpart I).
  - [Employers: Describe your policies and procedures for respirators and PPE for employees performing or assisting with AGPs on a person with suspected or confirmed COVID-19. Employers are encouraged to select elastomeric respirators or powered air-purifying respirators (PAPRs) instead of filtering facepiece respirators.]

# Face Shields

- Where a face shield is required to comply with the ETS or is otherwise required by your employer, your employer must ensure that face shields are cleaned at least daily and are not damaged.
- Face shields, typically made of clear plastics, must be certified to ANSI/ISEA Z87.1 or cover the wearer's eyes, nose, and mouth to protect from splashes, sprays, and spatter of body fluids, wrap around the sides of the face (i.e., temple-to-temple), and extend below the chin.
- Employees are permitted to supply their own face shields that meet the above definition within the ETS, but employers are not required to reimburse employees for those face shields.
- [Employers: Insert your workplace-specific policies and procedures on face shields.]

# PPE Procedures

- [Employers: Insert your policies and procedures for all PPE, including how to don and doff, properly care for, store, clean, maintain, and dispose of PPE, as well as the limitations of PPE for protection against COVID-19.]
- Modifications to PPE Procedures:
  - When using PPE for non-COVID-19 occupational hazards, procedures may need to be modified to prevent the transmission of COVID-19. This may include modifications to:
    - Donning
    - Doffing
    - Cleaning
    - Storage
    - Maintenance
    - Disposal
  - Your employer must remain in compliance with all other applicable OSHA standards, for example including PPE (29 CFR 1910.132), Eye and Face Protection (29 CFR 1910.133), Respiratory Protection (29 CFR 1910.134), and Hand Protection (29 CFR 1910.138).
  - [Employers: Insert any workplace-specific information on modifications to PPE.]



# Aerosol-Generating Procedures

- When an AGP is performed on a person with suspected or confirmed COVID-19, your employer must:
  - Provide a respirator and other PPE (see previous slides).
  - Limit the number of employees present during the procedure to only those essential for patient care and procedure support.
  - Ensure that the procedure is performed in an existing airborne infection isolation room (AIIR), if available.
  - Promptly clean and disinfect the surfaces and equipment in the room or area where the procedure was performed, after the procedure is completed.
- [Employers: Insert your policies and procedures for performing or assisting with AGPs on a person with suspected or confirmed COVID-19.]

# Physical Distancing

- Your employer must ensure that each employee is separated from all other people by at least 6 feet when indoors unless your employer can demonstrate that such physical distancing is not feasible for a specific activity (e.g., hands-on medical care).
- If it is not feasible for an employee to maintain a distance of at least 6 feet from all other people, the employee must remain as far apart from other people as possible.
- The physical distancing requirement does not apply to momentary exposure while people are in movement (e.g., passing in hallways or aisles).
- [Employers: Insert your workplace-specific policies and procedures on physical distancing.]

# Physical Barriers

- Barriers are required at each fixed work location outside of direct patient care areas where each employee is not separated from all other people by at least 6 feet of distance.
- Barriers must be:
  - Solid and made from impermeable materials
  - Cleanable or disposable
  - Sized (e.g., height and width) and located to block face-to-face pathways between individuals
  - Barriers may have a pass-through space at the bottom for objects and merchandise as long as it is not in front of any individual's breathing zone
- [Employers: Insert your workplace-specific policies and procedures on physical barriers.]

# Cleaning and Disinfection

- In patient care areas, resident rooms, and for medical devices and equipment, your employer must follow standard practices for cleaning and disinfection of surfaces and equipment in accordance with CDC's "COVID-19 Infection Prevention and Control Recommendations" and CDC's "Guidelines for Environmental Infection Control," pp. 86–103, 147-149.
- In all other areas, the employer must:
  - Clean high-touch surfaces and equipment at least once a day, following manufacturers' instructions for application of cleaners
  - When the employer is aware that a person who is COVID-19 positive has been in the workplace within the last 24 hours, clean and disinfect, in accordance with CDC's "Cleaning and Disinfecting Guidance", any areas, materials, and equipment under the employer's control that have likely been contaminated by the person who is COVID-19 positive
- The employer must provide alcohol-based hand rub that is at least 60% alcohol or provide readily accessible hand washing facilities.
- [Employers: Insert your workplace-specific policies and procedures for cleaning and disinfection.]

# Ventilation

- Employers who own or control buildings or structures with an existing heating, ventilation, and air conditioning (HVAC) system(s) must ensure that:
  - The HVAC system(s) is used in accordance with the HVAC manufacturer's instructions and the design specifications of the HVAC system(s);
  - The amount of outside air circulated through its HVAC system(s) and the number of air changes per hour are maximized to the extent appropriate;
  - All air filters are rated Minimum Efficiency Reporting Value (MERV) 13 or higher, if compatible with the HVAC system(s). If MERV-13 or higher filters are not compatible with the HVAC system(s), employers must use filters with the highest compatible filtering efficiency for the HVAC system(s);
  - All air filters are maintained and replaced as necessary to ensure the proper function and performance of the HVAC system(s); and
  - All intake ports that provide outside air to the HVAC system(s) are cleaned, maintained, and cleared of any debris that may affect the function and performance of the HVAC system(s).
- Where the employer has an existing AIIR, the employer must maintain and operate it in accordance with its design and construction criteria.
- [Employers: Insert your workplace-specific policies and procedures for specific HVAC system(s) and AIIRs.]

# Health Screening and Medical Management

- Under the ETS, your employer must screen each employee before each work day and each shift for COVID-19 symptoms. If testing is required by your employer for screening purposes, it must be provided by your employer, at no charge to the employee.
  - [Employers: Insert your workplace-specific policies and procedures for employee screening (e.g., in person when reporting to work, or by asking employees to self-monitor for COVID-19 symptoms. OSHA's *Health Screening/Self-Screening Questionnaire* may be used.)]
  
- Employees must notify their employer when they:
  - Have tested positive for COVID-19 or been diagnosed with COVID-19 by a licensed healthcare provider;
  - Have been told by a licensed healthcare provider they are suspected to have COVID-19;
  - Are experiencing recent loss of taste and/or smell with no other explanation; or
  - Are experiencing a fever ( $\geq 100.4^{\circ}\text{F}$ ) and new unexplained cough associated with shortness of breath.
  - [Employers: Insert your workplace-specific policies and procedures for how employees will communicate with you if they are sick or experiencing symptoms while at home or at work.]

# Health Screening and Medical Management

- When your employer is notified that a person who has been in the workplace(s) (including employees, clients, patients, residents, vendors, contractors, customers, delivery people and other visitors, or other non-employees) is COVID-19 positive, your employer must, within 24 hours:
  - Notify each employee who was not wearing a respirator and any other required PPE and has been in close contact with that person in the workplace (within 6 feet of that person for a cumulative total of 15 minutes or more over a 24-hour period during that person's potential period of transmission).
  - Notify all other employees who were not wearing a respirator and any other required PPE and worked in a well-defined portion of a workplace (e.g., a particular floor) in which that person was present during the potential transmission period.
  - The potential transmission period runs from 2 days before the person felt sick (or, for asymptomatic people, 2 days prior to test specimen collection) until the time the person is isolated.
  - [\[Employers: Insert your workplace-specific policies and procedures for how you will notify employees of exposure. For more information, see OSHA's \*Employer Notification to Employees of Potential Exposure\*.\]](#)
- This notification is not triggered by the presence of a patient with confirmed COVID-19 in a workplace where services are normally provided to suspected or confirmed COVID-19 patients (e.g., emergency rooms, urgent care facilities, COVID-19 testing sites, COVID-19 wards in hospitals).

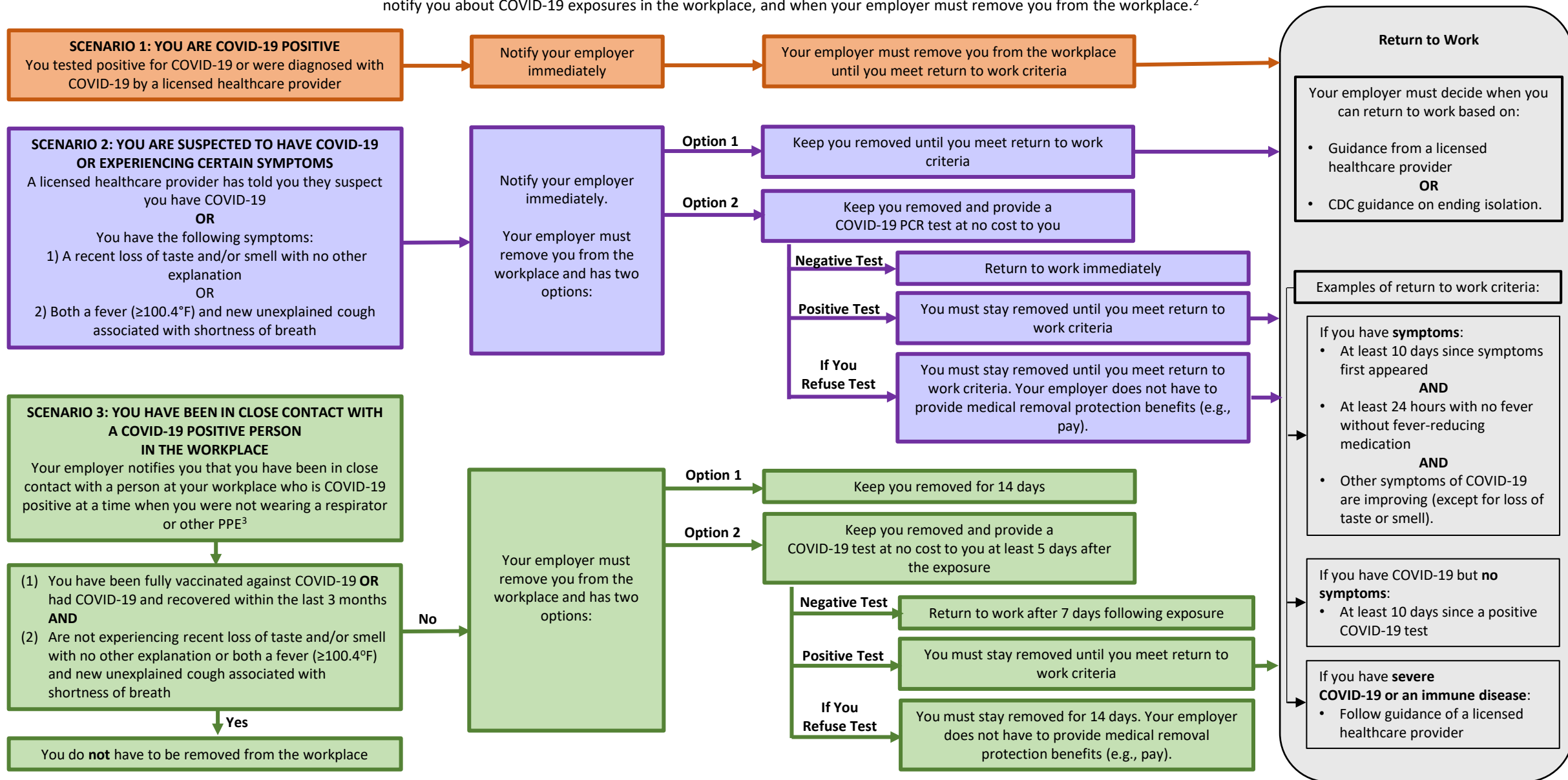
# Health Screening and Medical Management

- Under the ETS, your employer must immediately remove employees from the workplace when the employee:
  - Is COVID-19 positive (confirmed positive test for, or has been diagnosed by a licensed healthcare provider with, COVID-19);
  - Has been told by a licensed healthcare provider that they are suspected to have COVID-19;
  - Is experiencing recent loss of taste and/or smell with no other explanation; or
  - Is experiencing both a fever of at least 100.4°F and new unexplained cough associated with shortness of breath.
- Moreover, if your employer is required by the ETS to notify an employee of close contact in the workplace to a person who is COVID-19 positive (see previous slide), your employer must immediately remove the employee from the workplace unless the employee:
  - Is not experiencing either recent loss of taste and/or smell with no other explanation or both fever ( $\geq 100.4^{\circ}$  F) and new unexplained cough associated with shortness of breath; AND
  - Either has been fully vaccinated against COVID-19 (i.e., 2 weeks or more following the final dose) or had COVID-19 and recovered within the past 3 months.
- Your employer must keep employees removed until they are eligible to return to work (see next slide)



# ETS Guidance for Employees – Notification to Employer and Paid<sup>1</sup> Medical Removal for COVID-19

This flow chart explains when you need to notify your employer about COVID-19-related issues, when your employer must notify you about COVID-19 exposures in the workplace, and when your employer must remove you from the workplace.<sup>2</sup>



<sup>1</sup> OSHA is requiring medical removal protection benefits to be paid only by employers that have more than 10 employees.

<sup>2</sup> Your employer may choose to remove or test you for other COVID-19-related reasons not required by the ETS (e.g., additional symptoms from the CDC list or exposure to someone who is COVID-19 positive outside the workplace).

<sup>3</sup> Your employer is not required to notify you following exposure to a patient with confirmed COVID-19 if you work in a place where services are normally provided to suspected or confirmed COVID-19 patients (e.g., emergency rooms, urgent care facilities).

# Medical Removal Protection Benefits

- If remote work is available, your employer may require the removed employee to perform remote work and must continue to pay them the same regular pay and benefits until they meet the return to work criteria (see previous slide).
- Under the ETS, employers with more than 10 employees on the date the ETS became effective must provide medical removal protection benefits to removed employees.
  - Your employer must continue to provide the benefits to which the employee is normally entitled and must also pay the employee the same regular pay the employee would have received had the employee not been absent from work, up to \$1,400 per week, until the employee meets the return to work criteria (see previous slide).
  - For employers with fewer than 500 employees, the employer must pay the employee up to the \$1,400 per week cap but, beginning in the third week of an employee's removal, the amount is reduced to only two-thirds of the same regular pay the employee would have received had the employee not been absent from work, up to \$200 per day (\$1,000 per week in most cases).
  - Your employer's payment obligation is reduced by the amount of compensation that the employee receives from any other source, such as a publicly or employer-funded compensation program (e.g., paid sick leave, administrative leave) for earnings lost during the period of removal or any additional source of income the employee receives that is made possible by virtue of the employee's removal.
- [Employers: Insert your workplace-specific policies and procedures for medical removal protection benefits for employees removed from the workplace and not working remotely.]

# Vaccination

- Your employer must support COVID-19 vaccination for each employee by providing reasonable time and paid leave (e.g., paid sick leave, administrative leave) to each employee for vaccination and any side effects experienced following vaccination.
- [Employers: Insert your workplace-specific policies and procedures for vaccination.]

# Supportive Policies and Benefits

- [Employers: Insert your workplace-specific supportive policies and benefits for employees during the COVID-19 pandemic, including any applicable:
  - Sick leave policies
  - Administrative leave
  - Telework
  - Flexible working hours
  - Childcare assistance
  - Health coverage
  - Tax Relief and Economic Impact Payments.]

# Additional Training & How to Obtain More Information

- Employees must receive additional training whenever:
  - Changes occur that affect the employee's risk of contracting COVID-19 at work (e.g., new job tasks, etc.)
  - Policies or procedures are changed
  - There is an indication that the employee has not retained the necessary understanding or skill
  
- [Employers: Insert your workplace-specific procedure for employees to obtain copies of:
  - The ETS (29 CFR 1910.502)
  - The Mini Respiratory Protection Program (29 CFR 1910.504)
  - Employer-specific policies and procedures developed under the ETS
  - Employer's workplace hazard assessment
  - Employer's written COVID-19 plan (if required)]

# COVID-19 Plan Safety Coordinator(s)

- The ETS requires the designation of a COVID-19 Plan Safety Coordinator, who must:
  - Implement the COVID-19 plan
  - Monitor the effectiveness of COVID-19 plan
  - Be knowledgeable in infection control principles and practices as they apply to the workplace and employee job operations
  - Ensure compliance with all aspects of the COVID-19 plan

**[Company Name]**

**COVID-19 Plan Safety Coordinator(s)**

**Name(s):** [INSERT HERE]

**Email(s):** [INSERT HERE]

**Phone:** [INSERT HERE]

# Multi-Employer Workplace Agreements

- [Employers: If applicable, insert your specific multi-employer workplace agreements related to infection control policies and procedures, the use of common areas, and the use of shared equipment that affect employees at the workplace.]

# More Information

[www.osha.gov/coronavirus](http://www.osha.gov/coronavirus)