



Columbus Education Association

# CEA COVID-19 Worksite Health and Safety Checklist and Reference Guide

## Memorandum of Understanding - #2 - 2021-2022

<b>√ Cleaning and Disinfecting</b>		<b>Reference</b>
	All CEA Bargaining Unit Members will be supplied with gloves and disinfectant wipes and or spray's approved by the Environmental Protection Agency (EPA) to kill COVID-19.	CEA-CCS 2021-2022 MOU - 3(c)
	CEA Bargaining Unit Members shall receive training from appropriate personnel or as assigned in Public School Works, regarding the proper use, storage, and safety considerations upon request.	CEA-CCS 2021-2022 MOU - 3(c)
	Routinely disinfect learning areas and workspaces consistent with Centers for Disease Control (CDC) COVID-19 guidelines.	CEA-CCS 2021-2022 MOU - 4(b)
	All CEA bargaining unit members will be provided hand sanitizer and other appropriate cleaning supplies in labeled containers for cleaning throughout the school day.	CEA-CCS 2021-2022 MOU - 4(c)
	The Material Safety Data Sheet (MSDS) for all provided cleaning supplies shall be made available to all CEA staff.	CEA-CCS 2021-2022 MOU - 4(c)
	All safe usage guidelines including those regarding proper ventilation, skin contact, and inhalation procedures shall be included in training offered to all CEA Bargaining Unit Members Upon request, from appropriate personnel or as assigned in Public School Works and shall be followed.	CEA-CCS 2021-2022 MOU - 4(c)
<b>√ Contact Tracing</b>		<b>Reference</b>
	Work in cooperation with Columbus Public Health when an employee or student test positive for COVID-19 at a CCS site so that Columbus Public Health (CPH) may send out proper notification to those who have potentially been exposed.	CEA-CCS 2021-2022 MOU - 4(f)
<b>√ COVID-19 Separation Room</b>		<b>Reference</b>
	Any CEA Bargaining Unit Member who is directed to supervise a separation room will be provided protective equipment consistent with sub paragraph 4(a) and prior training by a school nurse.	CEA-CCS 2021-2022 MOU - 4(h)
	Volunteers shall be solicited for monitoring separation rooms prior to a CEA Bargaining Unit Member being assigned.	CEA-CCS 2021-2022 MOU - 4(h)
	CEA Bargaining Unit Members, other than nurses, for the purpose of providing direct care, will not be directed to enter a separation room except in emergency situations.	CEA-CCS 2021-2022 MOU - 4(h)
	Any CEA Bargaining Unit Member monitoring a separation room has been provided a means of direct communication with an administrator for emergencies.	CEA-CCS 2021-2022 MOU - 4(h)
	Any CEA Bargaining Unit Member's time monitoring a separation room is being counted as duty time.	CEA-CCS 2021-2022 MOU - 4(h)
	If a School Nurse is monitoring a separation room, the Nurse is not providing services to other students.	CEA-CCS 2021-2022 MOU - 4(h)
<b>√ Distancing</b>		<b>Reference</b>
	Ensure employees and student work areas are spaced apart based on CDC, Ohio Department of Health, ODH and/or CPH social distancing orders.	CEA-CCS 2021-2022 MOU - 4(g)
<b>√ Hygiene</b>		<b>Reference</b>
	Provide access to a staff-only restroom equipped with running water, soap, and paper towels.	CEA-CCS 2021-2022 MOU - 4(d)

<b>√ Masks</b>		<b>Reference</b>
	All employees and students are required to wear face coverings consistent with Ohio Department of Health and Columbus Public Health orders.	CEA-CCS 2021-2022 MOU - 4(a)
	A cloth mask will be provided to each employee if requested. Employees will be responsible for laundering masks.	CEA-CCS 2021-2022 MOU - 4(a)
	Disposable masks are available to students, staff, and any other individuals who do not come to school with one.	CEA-CCS 2021-2022 MOU - 4(a)
<b>√ Personal Protective Equipment</b>		<b>Reference</b>
	Protective equipment shall be provided to CEA bargaining unit members consistent with the guidelines incorporated as attachment B. These guidelines are subject to revision due to updated guidance/recommendations from federal, state, and local health authorities. The district will give the CEA president notice of any revisions and shall meet to discuss such changes within two (2) business days after such a change.	CEA-CCS 2021-2022 MOU - 4(a) Attachment B
	All bargaining unit members are offered training on the safe use of protective equipment, including donning and doffing, upon request.	CEA-CCS 2021-2022 MOU - 4(a)
<b>√ Training</b>		<b>Reference</b>
	Provide ongoing training to CEA bargaining unit members on CCS safety and compliance procedures.	CEA-CCS 2021-2022 MOU - 4(e)