



Emergency Medical Training Services
3410 Midcourt Road, Suite 136 – Carrollton, Texas 75006
(972) 527-3687 www.EMTS911.com

To: Staff and Students
From: Thomas Cellio II
Regarding: Covid19 Policy
Date: September 9, 2020

Covid-19 status to enter center:

- **All students will be screened prior to entering the center.**
 - Temperature will be taken.
 - If 99.6° or higher person is not allowed entry until interviewed by EMTS manager.
 - Asked the following questions:
 - Travel within last month. Exposed to travelers in last month.
 - Cough or chest congestion
 - Fever/chills
 - Body aches
 - Abnormal tastes or smells
 - Flu like symptoms
 - Recirculating air (example, airplane or bus)
 - Been in large group settings.
 - Exposed to a person with Covid-19 or possibly exposed individual being evaluated.
 - Are you or someone close to you at high risk of contracting Covid19?
 - Work in a high-risk area/profession.
 - Nursing home
 - Jail
 - Dorm like settings
 - Hospitals caring for Covid19 patients
 - If answer is Yes or Unknown the person is not allowed entry until interviewed by EMTS manager.
- **Prior to entry all individuals will be fogged with hospital approved disinfectant for virus/bacterial/fungal.**
 - Concrobium Broad Spectrum Disinfectant II Cleaner.
 - EPA registered. Non-toxic. Contains no ammonia or chlorine.
 - COVID19 (coronavirus disease) is caused by the SARSCoV-2 virus. Concrobium Broad Spectrum Disinfectant kills similar viruses and therefore can be used against SARS-CoV2
 - Concrobium Broad Spectrum Disinfectant II can be used in hospitals, nursing homes, nurseries, medical offices, schools, military installations, athletic facilities, public areas, ambulances, institutional kitchens, cafeterias, restaurants, public restrooms, hotels and motels, garbage and refuse centers, shower and bath areas, zoos, prisons, HVAC and R equipment, dental offices, emergency areas, healthcare facilities, intensive care, operating rooms, dental operatories, by police, and EMS.
- **After an individual is cleared to enter the center, they must wear a “pre-screen sticker” that is always**
- **After an individual is cleared to enter the center but prior to entering, student must sign the attendance log.**
 - This is required to assist in trace contact protocols and notifications if a possible exposure occurs or is suspected.
- **After being cleared, signed in and fogged all students must go directly to the kitchen and wash hands.**
 - The closest sink is the kitchen. Do not drop off items in classroom then go to kitchen to wash hands. Goal is to avoid cross contamination to other areas of the center.

Entry door to center:

- **The front door is always to remain locked from the outside.**
 - All exterior doors at the center will allow for egress even if door is locked.
 - Exterior doors are not to be propped open at any time to bypass entry restrictions into the center.

Entry/reentry into the center:

- **If a pre-screened person is within the building and a person is wanting entry to the center.**
 - If individual has a “pre-screen” sticker they are allowed
 - Individual with no “pre-screen” sticker is not allowed entry and an EMTS staff member shall be notified to greet the individual and assess the need for entry into center.
- **Anytime a “pre-screened” individual leaves the center and reenters the center they are required to wash hands again in the kitchen.**

Mask or face coverings:

- All students to have a face mask.
 - It can be of a cloth-like material or surgical mask.
 - Individuals are required to wear a mouth/nose cover prior and during the pre-screen process to the center.
- Once allowed into center, it will be up to the student to wear the mask but must always be kept with them.
 - Required to wear if another student feels uncomfortable and requests you to wear it.
 - Required to wear when in close proximity of another student or staff.
 - Required to wear in hallway, kitchen, and restrooms.

Exposure Guidelines:

- EMTS follows the CDC HCP Exposure Guidelines (updated by CDC May 16, 2020)
 - HCP [student] who had prolonged close contact with a patient, visitor, or HCP with confirmed Covid19
 - PPE
 - HCP [student] **not wearing** a respirator or facemask
 - HCP [student] **not wearing** eye protection and mask if the person with Covid19 was **not wearing** a cloth face covering or facemask
 - Exclude from work [school] for 14 days after last exposure
 - Advise HCP [student] to monitor themselves for fever
 - Any HCP [student] who develop fever or other signs of Covid19 should immediately contact their established point of contact to arrange for medical evaluation and further testing.

Options to return to school after exposure or possible exposure:

- Confirmed Covid19 infected.
 - No symptoms.
 - 10 days no symptoms and negative Covid19 test.
 - or
 - 14 days no symptoms reporting daily to EMTS manager. No need for Covid19 test.
 - Symptoms present.
 - 3 days no fever. Plus, an additional 7 days not symptoms at all. Negative Covid19 test.
 - or
 - 14 days no symptoms reporting daily to EMTS manager. No need for Covid19 test.
- Probable exposure to Covid19
 - No symptoms and complied with CDC guidelines above.
 - Daily contact with EMTS manager for 14 days ensuring no symptoms.
 - Always required to wear mask while at center during this time.
 - No symptoms and did not comply to CDC guidelines above.

- May return to center 10 days no symptoms reporting daily to EMTS manager. Negative Covid19 test.
Or
- May return to center 14 days no symptoms reporting daily to EMTS manager. No need for Covid19 test.

Cleaning the center:

- **Before and after all class sessions:**
 - Disinfect all high contact surfaces.
 - All door handles include exterior doors.
 - All facets (kitchen and restrooms), toilets and stall locks.
 - All soap and paper towel dispensers. (kitchen and restrooms).
 - AV/computer equipment.
 - Thermostats.
- **After each class session:**
 - Chairs are to be placed on tables upright on all 4 legs.
 - Chair fabric is to be fogged/sprayed with approved disinfectant.
 - Tables are to be fogged/sprayed with approved disinfectant.
 - All trash cans are emptied to avoid cross contamination.
 - Classrooms
 - Kitchen
 - Restrooms
 - Restrooms and kitchen are to be mopped with approved disinfectant.
 - Classroom floors.
 - Mopped with approved disinfectant.
Or
 - Fogged with approved disinfectant.
 - Lobby area.
 - Entire surface areas are to be wiped down with approved disinfectant.
Or
 - Fogged with approved disinfectant.

Cleaning responsibility:

- The most senior staff at the center is responsible to ensure this entire policy is followed.
 - **The senior staff is ultimately responsible for this policy even if tasks are delegated to others.**
 - The senior staff person may choose to delegate tasks within this policy.
 - If delegated to students, the senior staff must directly supervise the cleaning.

Documentation ensuring compliance with policy:

- The daily attendance sheet is to be signed by the most senior person.
 - The daily sign in sheet already has a signature box for this lead person.
 - By signing they are confirming that this entire policy has been followed.
 - Any unusual events, deviations or concerns are to be documented in the note section.
 - Examples:
 - Student [name] did not pass pre-screen and sent home.
 - Student [name] sent home for not following mask policy.
 - Student [name] sent home for not answering pre-screen questions honestly.

Staff/Student Covid19 Informational Video:

- All staff and students are to view the Covid19 EMTS Informational Video.
 - Covers how this all started to current events.
 - Defines what is a probable Covid19 case and how is Covid19 monitored by health officials.
 - Provides education on Covid19 signs/symptoms and how the disease spreads.
 - Provides education and precautions that EMTS is taking to prevent the spread of Covid19 at the center.
 - <https://emts911.wistia.com/medias/lq5eyitcbw>