



CITY-WIDE COVID-19 UPDATES

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RiversideCa.gov

SAFETY PROTOCOLS

- Implementation of CDC recommendations which include:
 - Maintaining social distance (6ft or more);
 - Wear a face covering at all times; and
 - Frequent handwashing.
 - Staggard Shifts
 - Telework
- Expressed the importance of avoiding gathering in groups during lunch time and breaks.
- Follow modified occupancy numbers for lunchrooms, break rooms and conference rooms.
- Encouraged employees to get tested through our internal curative service.
- Minimize carpooling if job duties permit. If carpooling is necessary, please wear a face covering at all times.




SAFETY PROTOCOLS

- Implementation of CAL/OSHA Regulation 8 CCR 3205 COVID-19 Prevention Program (CPP)
 - Emergency Regulation
 - Effective Date: November 30, 2020
 - Expiration Date: October 2, 2021, unless amended
 - Applies to all employees and places of employment
 - City policy created to comply with regulation
 - V – 09 COVID-19 Prevention Program
 - Effective date: December 2020



COMMUNICATION


- Marketing material
 - COVID-19 signage
 - Utilized at all city facilities
 - Social Distancing markers
 - Flyers
 - COVID-19 informational videos
- Anonymous Reporting Phone Number




COVID-19 (CORONAVIRUS) SELF-SCREENING GUIDELINES

In order to protect you, your family and our workplace, employees will need to undergo **self-screening each day** for signs of possible COVID-19 infection before being allowed to report to work.


Effective immediately, all personnel will follow the procedures for **daily self-screening of COVID-19**. These procedures follow the guidelines of the CDC.



Every facility will have **dedicated points of entrance**.



Employees shall conduct self-screening upon entry of the building **daily and on an as needed basis**.



Employees shall **check their temperature** with a thermometer at home or at work before starting their daily job duties.

If you have any of the following symptoms from the self-screening, this could indicate a communicable illness.

<input type="checkbox"/> Chills with or without repeated shaking	<input type="checkbox"/> Productive/Uncontrolled cough lasting more than two weeks
<input type="checkbox"/> Fever with or without chills 99.9 degrees or greater	<input type="checkbox"/> Influenza or COVID-19 like illness fever and cough, shortness of breath
<input type="checkbox"/> Congestion or runny nose	<input type="checkbox"/> Diarrhea associated with acute illness
<input type="checkbox"/> Headache	<input type="checkbox"/> Loss of taste or smell
<input type="checkbox"/> Muscle pain	<input type="checkbox"/> Nausea or vomiting
<input type="checkbox"/> Prolonged sore throat	<input type="checkbox"/> Fatigue

! If you have any of the symptoms as noted above, you should **NOT BE AT WORK AND NOTIFY A MANAGER** if you did not pass the self-screening. The manager will make the necessary notification if needed.

For more information and resources on COVID-19, visit RiversideCA.gov/COVID-19

EMPLOYEE TRAINING/INSPECTIONS

- COVID-19 Safety Stand-Down
 - Provided employees with a refresher of all COVID-19 policies, processes, procedures, and resources available.
 - This training was conducted twice for all City Staff.
- Return-to-Work Safety Video
- Conducted continuous periodic COVID-19 Inspections at various city locations.



CONTACT TRACING



REPORT

- Employee/Department notifies HR about potential case



EVALUATE

- HR contacts employee to assess facts and determine follow-up action
 - Watchlist
 - Confirmed case



IMPLEMENT

- Self-Quarantine/Self-Isolation/Preventative leave protocols
- Sanitation requests
- Communication to Executive Team/Department



SANITIZING EFFORTS

- Collaborative Effort
 - General Services
 - COVID-19 Safety Division
 - Department Liaisons/Site Managers
 - Contracted Services
- Physical Barriers – Plexiglass and Reconfigurations of select areas
- Hand Sanitizer and Temp Check Stations
- Three Level Cleaning Approach
 - Regular scheduled cleanings (Level 1)
 - Daily Disinfectant Team (Level 2)
 - Case Sanitation Team (Level 3)



COVID-19 SAFETY SUPPLIES

- COVID-19 PPE Supplies are ordered through our Central Stores Warehouse
- PPE Items Include
 - Face Coverings
 - Hand Sanitizer
 - Gloves
 - Disinfectant Wipes
 - Disinfectant Spray



EMPLOYEE ASSISTANCE PROGRAM (EAP) AND OTHER RESOURCES

- The Counseling Team International – TCTI
 - Counseling services for permanent City and employees and their eligible dependents
 - Available 24/7/365
- Mental health services also available via Kaiser and Blue Shield members
 - Kaiser – 24/7 –
 - Blue Shield – 24/7

All information can be found on the HR website, click on Benefits then Employee Assistance Program (EAP)



ADDITIONAL EMPLOYEE RESOURCES

- **COVID-19 Information**

- Center for Disease Control and Prevention (CDC):
www.cdc.gov/coronavirus
- Riverside County Public Health: www.rivcoph.org/coronavirus

- **Covid-19 Testing Sites**

- County: <https://gettested.ruhealth.org/>
- Curative: www.riversideca.gov/testing

- **Additional employee resources**

- City of Riverside COVID-19 Intranet Page
- City of Riverside COVID-19 Page: www.riversideca.gov
- COVID-19 electronic questions and comments form.
- COVID-19 Safety Anonymous Phone Number: (951) 826-2180



QUESTIONS/COMMENTS

