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Title: Biosafety: Coordination of Industrial Hygiene and Occupational Medicine during the COVID-19 Pandemic

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Biosafety: Coordination of Industrial Hygiene and Occupational Medicine during the COVID-19 Pandemic

Collaboration of Industrial Hygiene/Biosafety Staff and Occupational Health Staff at Los Alamos National Laboratory

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COVID-19 Timeline

1/9/20 – WHO Announces Mysterious Coronavirus-Related Pneumonia in Wuhan, China



1/21/20 – CDC Confirms First US Coronavirus Case

1/30/20 – LANL Activates Pandemic Advisory Team

1/31/20 – WHO Issues Global Health Emergency



2/2/20 – Global Air Travel Is Restricted, 2/3/2019 - US Declares Public Health Emergency

3/11/20 – WHO Declares COVID-19 a Pandemic, First 4 Confirmed Cases in New Mexico



3/12/20 – LANL COVID-19 Hotline

3/20/20 – LANL COVID-19 Hub

3/16/20 – LANL Implements Teleworking as Default, NM Schools Close

3/13/20 – US Declares National Emergency, Travel Ban From Europe

3/9/20 – LANL EOC and COOP Activated

3/30/20 – LANL First Confirmed Case

COVID-19 HUB



RESOURCES FOR ON-SITE WORK



TELEWORK HUB



COVID-19 FAQS



CHARGING GUIDANCE



TRAVEL GUIDELINES

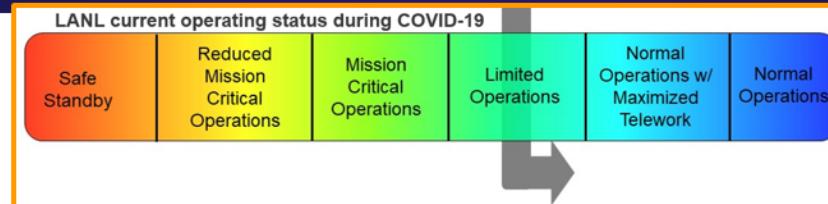


POSITIVE CASES



SIGNAGE

LANL worked diligently to develop a rational approach to bringing workers back on site



LANL Operating Status Description

- tracks status in NNSA's framework
- Deputy Directors = risk acceptance authority
- Ten NNSA mission-essential functions
- Approved telework activities
- additional mission-critical activities
 - national security
 - real-world emergencies
 - stockpile certification

What

How

For managers

For employees

LANL Policy-1201-6 COVID-19 Risk and Exposure Control Measures for On-site Work Activities

To work on site, employees must:

- Complete "Working Safely during the COVID-19 Pandemic" training
- Perform daily self-assessment to determine susceptibility/exposure
- Social distance & minimize time in contact
- Use appropriate PPE
- Implement work planning and control

Manager Guidance for On-site Work with COVID-19 Protocols

- Approve employees to come on-site
- Determine plans and procedures to follow
- Balance risk by SCOR Principles, COVID Policy, and IWM
- Rely on PAT, EOC, and ALDs

Employee Return to On-site Work Information

- Resource page - "Return to Work On-Site during COVID-19"
 - Understand our operating status
 - You are returning to work on-site, now what?
 - Training and a daily self-assessment *before* coming on-site
 - Tips while working on-site
 - Taking care of ourselves and each other - "if you see something, say something" about social distancing

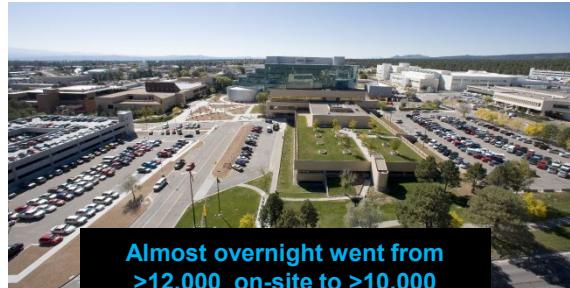
Ensuring the Safety of our Workforce



Pandemic Advisory Team (PAT) Led by Medical Director Activated 1/30/20



Testing and modeling - a fundamental component of how we manage our work activities and work locations



LANL COVID Hotline: 24/7



Early Case Identification and Containment

- People are selected for PCR testing based on risk for spread of infection, and potential impact on mission essential work
- Tests can be requested for special circumstances and are facilitated for symptomatic employees to limit impact of contact tracing and case isolation
- Samples are analyzed on site by CLIA certified laboratory



Support of Community and Public Health Efforts

Special Office for COVID-19 (SOC-19)--focusing scientific and technical capabilities in several key areas:

- Modeling in support of response
- Laboratory testing options
- Application of AI and Machine Learning
- Medical Countermeasures
- High Performance Computing

Processes and procedures used at LANL Onset of the COVID-19 pandemic to the present.

- Control strategies for essential workers and return to work
- Decision tree for cleaning/disinfecting workplaces
- Contact tracing approaches
- Worker communications
- Continuing refinements in process based on active lessons learned

Control Strategies for Essential Workers and Return to Work

- POL 1201-6 *LANL COVID-19 Risk and Exposure Control Measures for On-Site Work Activities*
- *Quick Take Guides:*
 - *COVID-19 Pre-job Brief*
 - *Cleaning and Disinfection of Work Areas, PPE, Face Coverings, and Respirators*
 - *COVID-19 Engineering, Administrative, and PPE Control Strategies*
 - *Verbal Screening and Temperature Check Protocol*

Policy: LANL COVID-19 Risk and Exposure Control Measures for On-Site Work Activities

- Phased approach based on operational status
- Expectations for on-site work before coming on site:
 - “Working Safely at LANL during the COVID-19 Pandemic” training course
 - Responsible Line Manager re-review of work in consideration of COVID-19 protocols
 - Daily Self-Assessment
- While working on site:
 - Immediately isolate if feel ill (call the COVID hotline)
 - Social distancing
 - Pre-job screening and temperature check before working within 6 feet (other than transitory periods)
 - Follow COVID-19 “Quick Take Guides”



RESOURCES FOR ON-SITE WORK

Policy: LANL COVID-19 Risk and Exposure Control Measures for On-Site Work Activities

- Travel requirements
- Response to a confirmed COVID-19 case
- Cleaning supplies and PPE
- Signs/markings for
 - awareness (social distancing)
 - conference rooms and common areas (limiting the number of occupants)
- Work planning and control for on-site activities
 - Pre-activity preparation
 - First time for a given activity
 - Continuing on-site work activities
- Roles and Responsibilities
 - Management
 - Medical Director
 - Biological Safety Officer
 - Emergency Management Division
 - Facility Operations
 - Workers

COVID-19 Pre-Job Brief

- Follow NMDOH guidelines when not at work.
- Stay home if sick.
- Complete the self assessment.
- Use a buddy system to hold each other accountable for staying healthy.
- Do not touch your face. If you must touch your face to don personal protective equipment (PPE), wash your hands first. Ensure that your PPE that touches your face (safety glasses, respirator) has been sanitized (soap and water or alcohol wipe) before you don that PPE.
- Wash your hands often with soap and water for at least 20 seconds. Wash your hands when you get to work, before eating or drinking, after using the bathroom, and before leaving the job site. Wash your hands before you don protective gloves and other PPE (if required for the activity). Wash your hands after removing PPE. If soap and water are not available, use a hand sanitizer with at least 60% alcohol, and wash your hands as soon as possible.

COVID-19 Pre-Job Brief

- Minimize your time within 6 feet of other people.
- Wear either a LANL-provided face mask/covering or a personally-owned face mask/covering (without an exhalation valve) at all times while onsite, including while exercising. Exceptions: when an individual is alone in an individual office or vehicle; when eating; when wearing respiratory protection for other hazards associated with the work; or for outdoor work when heat stress is a potential hazard. Note: When eating, employees must ensure they maintain at least 6-ft. distancing at all times.
- Use your own tools as much as possible.
- Clean and disinfect shared surfaces routinely.
- In the event of an incident where a worker comes into contact with a radiological, biological, or chemical contaminant, and the worker is wearing a face mask/covering per LANL's COVID-19 requirements, the facemask/covering should be immediately removed as soon as possible, and disposed of as contaminated clothing.

Cleaning of Work Areas

- Follow all instructions for use on the label of the cleaning product. Wear disposable gloves (check with your deployed ESH staff for recommendations).
- Perform routine cleaning (at least daily) of frequently touched surfaces: doorknobs, light switches, handles, desks, conference tables, hard backed chairs, and windows (if opened).
- For office electronics (telephones, keyboards, tablets, touch screens, or phones): follow manufacturer's guidance. If this guidance is not available, use at least 70% alcohol (e.g., isopropyl alcohol or ethanol) on a disposable towel or other cleaning cloth. Do not spray any cleaners directly on electronics. A soap and water solution applied with a clean disposable towel can also be used. Use covers for keyboards if available.
- For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present, clean with appropriate cleaners indicated for use on these surfaces.

Disinfection of Work Areas

- Disinfection of personal office space and common use areas: Ensure that the area is cleaned with soap and water or a consumer cleaning product first. EPA List N: Disinfectants for Use Against SARS-CoV-2 should be used.
- Diluted household bleach solutions of at least 1000 ppm (0.1 percent [%] sodium hypochlorite) may be used if appropriate for the surface. Check to ensure the bleach solution is not past its expiration date. Follow manufacturer's instructions for application, ensuring a contact time of at least 1 minute, and allowing proper ventilation during and after application. Never mix household bleach with ammonia or any other cleanser. Any use of a bleach solution will be followed with a water rinse/wipe of the surface or equipment. Do not bring bleach from home.

Cleaning and Disinfection of PPE

- Single use gloves (i.e., nitrile and latex) are not cleaned or disinfected, or reused. They must be removed using good glove doffing technique and disposed in municipal waste, unless there are other hazards that require disposal of the gloves as hazardous waste.
- Reusable gloves must be donned with freshly-washed hands (soap and water for at least 20 seconds), or freshly used hand sanitizer. Reusable gloves should then be placed in their appropriate storage area.



Cleaning and Disinfection of PPE



- If protective eyewear is not shared, it can be carefully wiped with a neutral cleaning solution or cleaner wipe. Carefully wipe the inside, followed by the outside of the eyewear using a clean cloth saturated with neutral detergent solution or cleaner wipe.
- If the protective eyewear is shared, don some disposable gloves and carefully wipe the outside of the protective eyewear using a wipe or clean cloth saturated with an EPA-registered disinfectant, or EPA List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19) if available. Wipe the outside of eyewear with clean water or alcohol (if compatible) to remove residue. Fully dry (air dry or use clean absorbent towels).

Cleaning and Disinfection of PPE

- Single-use LANL-issued work clothing is not cleaned or disinfected, or reused. It must be removed using good doffing technique and disposed in municipal waste, unless there are other hazards that require disposal of the clothing as hazardous waste.
- Reusable LANL-issued PPE should not be shared with other workers, placed in the same container or area, or stored in common areas without being laundered, cleaned or disinfected prior to re-use.
- Launder personal clothing items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.



Cleaning and Disinfection of Face Masks/Coverings

- Disposable face masks are not cleaned or disinfected. Discard face mask following use if work produces aerosols/splashes that contaminate the outside of the mask. Discard face mask/covering if crushed, damaged, wet, or difficult to breathe through.
- Use a face shield during tasks that include splashing or aerosol generation to prevent contamination of the face mask/covering.
- Wash hands with soap and water, or use an alcohol-based hand sanitizer prior to donning or doffing face mask/covering. Avoid touching the inside of the mask/covering during donning/doffing.
- Keep face mask/covering in a designated storage area in a clean, breathable container such as a paper bag between uses. Ensure the name of the person using the mask is clearly identified on the storage container. Storage containers should be disposed of or cleaned regularly.
- Cloth face coverings should be laundered daily in warm water (either machine or hand washed) or per instructions received with the cloth face covering.



Cleaning and Disinfection of Respirators

- Immediately and thoroughly clean the inside of the respirator and then the outside of the respirator with cleaning wipes and place respirator in the zip-lock bag.
- Wipe the outside of the zip-lock bag with an additional cleaning wipe or other approved cleaner.
- Place zip-lock bag containing respirator in approved storage, e.g., locker.

Cleaning and Disinfection of Tools and Equipment

- Tools and equipment should not be shared unless there is no other option. Always wash hands with soap and water for at least 20 seconds prior to using shared tools and equipment, and after finishing use of shared tools and equipment.
- If tools and equipment are not shared, they can be carefully wiped with a neutral cleaning solution or cleaner wipe. Carefully wipe the surface of the tool or equipment using a clean cloth saturated with neutral detergent solution or cleaner wipe.
- If tools and equipment are shared, don some disposable gloves and carefully wipe the surfaces using a wipe or clean cloth saturated with an EPA-registered disinfectant, or an EPA List N: Disinfectant for Use Against SARS-CoV-2 (COVID-19). Wipe the tools or equipment with clean water or alcohol to remove residue. Fully dry (air dry or use clean absorbent towels). If compatible with bleach, tools or equipment can be wiped down with a bleach solution, and allowed to sit for one minute. Any metal tools or equipment should not be subject to a bleach solution. Any use of a bleach solution should be followed with a water rinse of the surface or equipment.

COVID-19 Control Strategies

- Practice social distancing offsite and onsite.
- Utilize the buddy system to hold each other accountable for healthy habits.
- Do not touch your face.
- Wash your hands often.
- Use hand sanitizer where / when you cannot wash hands. Wash hands as soon as possible.
- Clean / disinfect surfaces frequently. Include break areas, lunchrooms, and conference rooms.
- Do not share tools.
- Tape X's 6-ft. apart to assist employees in maintaining social distancing.
- Wash hands before donning and after doffing PPE and face masks/coverings.
- Do not share PPE.
- All employees will be provided a face mask/covering for use on site. Wear either a LANL-provided face mask/covering or a personally-owned face mask/covering (without an exhalation valve) at all times while onsite, including while exercising. Exceptions: when an individual is alone in an individual office or vehicle; when eating; when wearing respiratory protection for other hazards associated with the work; or for outdoor work when heat stress is a potential hazard.

COVID-19 Control Strategies

Recommended Controls for areas where physical barriers cannot be utilized, and social distancing cannot consistently be maintained (less than 6-ft.)

- Perform health checks (Verbal Screening and Temperature Checks Protocol).
- Minimize time closer than 6-ft through work pre-planning.
- Wear face and /or eye protection.
- Wear nitrile or latex gloves when interaction with customers or public is necessary, or when touching multiple shared surfaces without ability to wash hands or use hand sanitizer.

COVID-19 Control Strategies

Analysis of COVID-19 hazard for work steps:

- Brief periods of distances of 3 – 6 feet between two workers.
- Any periods of distances of less than 3 feet between workers.
- Direct exchange of material (e.g., paper, badge).
- Implemented controls for safety or health hazards associated with the activity that may conflict with distancing guidelines (e.g., two-person lifting, confined spaces or small enclosed areas).
- “Less than adequate” general ventilation.
- Areas where customers or other outside personnel may be present (e.g., conference rooms, waiting areas, admin. counters).
- Location and availability of hand washing facilities.

COVID-19 Control Strategies

Ventilation

- Reviewing air changes/hour for a room, area, or building where available or calculated.
- Looking at additional measurements, e.g., CO₂ (sensors in ductwork or IH IAQ measurements).
- Taking advantage of Building Automation System settings.
- Creating prioritized list of buildings for acceptable COVID occupancy.
- Bathrooms: Guidance
- Fans and Space Heaters: Guidance
- Specifications for portable air cleaners: Guidance

Verbal Screening and Temperature Check Protocol

- Verbal Screening
 - Similar questions to self assessment
- Temperature Check Protocol
 - Non-contact thermometer

Challenges with Obtaining Face masks/Coverings, PPE, Hand Sanitizer and Cleaning/Disinfecting Supplies

- Supply chain
- Changing CDC guidance and State Public Health Orders
- Newly available data on mask efficiency
- Assurance of availability of N95s and other necessary PPE for health care providers and emergency responders
- Official travel
- Distilleries and other non-standard manufacturers of hand sanitizer and ethanol/isopropanol

8/24/2020: UPDATE – FDA provides testing method to assess the quality of hand sanitizer products for impurities
8/12/2020: UPDATE - FDA expands hand sanitizer warnings to include 1-propanol contamination
8/7/2020: UPDATE - FDA Includes Methanol Testing in Temporary Policies for Alcohol-Based Hand Sanitizers
7/31/2020: UPDATE - FDA continues to find issues with certain hand sanitizer products
7/27/2020 PRESS RELEASE - Coronavirus (COVID-19) Update: FDA Reiterates Warning About Dangerous Alcohol-Based Hand Sanitizers Containing Methanol, Takes Additional Action to Address Concerning Products
7/2/2020: UPDATE - FDA warns consumers of risk of methanol contamination in certain hand sanitizers
7/2/2020 PRESS RELEASE - FDA Takes Action to Warn, Protect Consumers from Dangerous Alcohol-Based Hand Sanitizers Containing Methanol
6/19/2020 ALERT - FDA advises consumers not to use hand sanitizer products manufactured by Eskbiochem

<https://CovidReference.com/top-10-August-24>

Presumptive Case/Positive Case Collaboration

LANL COVID-19 Hotline Call

Medical Professionals and EMD-EO Staff

Line of Inquiry
Employee Instructions/Guidance (COVID-19 HUB)

Notifications Initiated (Internal, External)

Disinfecting OPS

Incident Response Commander - Lead
Medical Director/Biosafety Officer Consultation
Access Control / Barricades / Postings
Cleaning and Disinfecting Facility Residents Communications

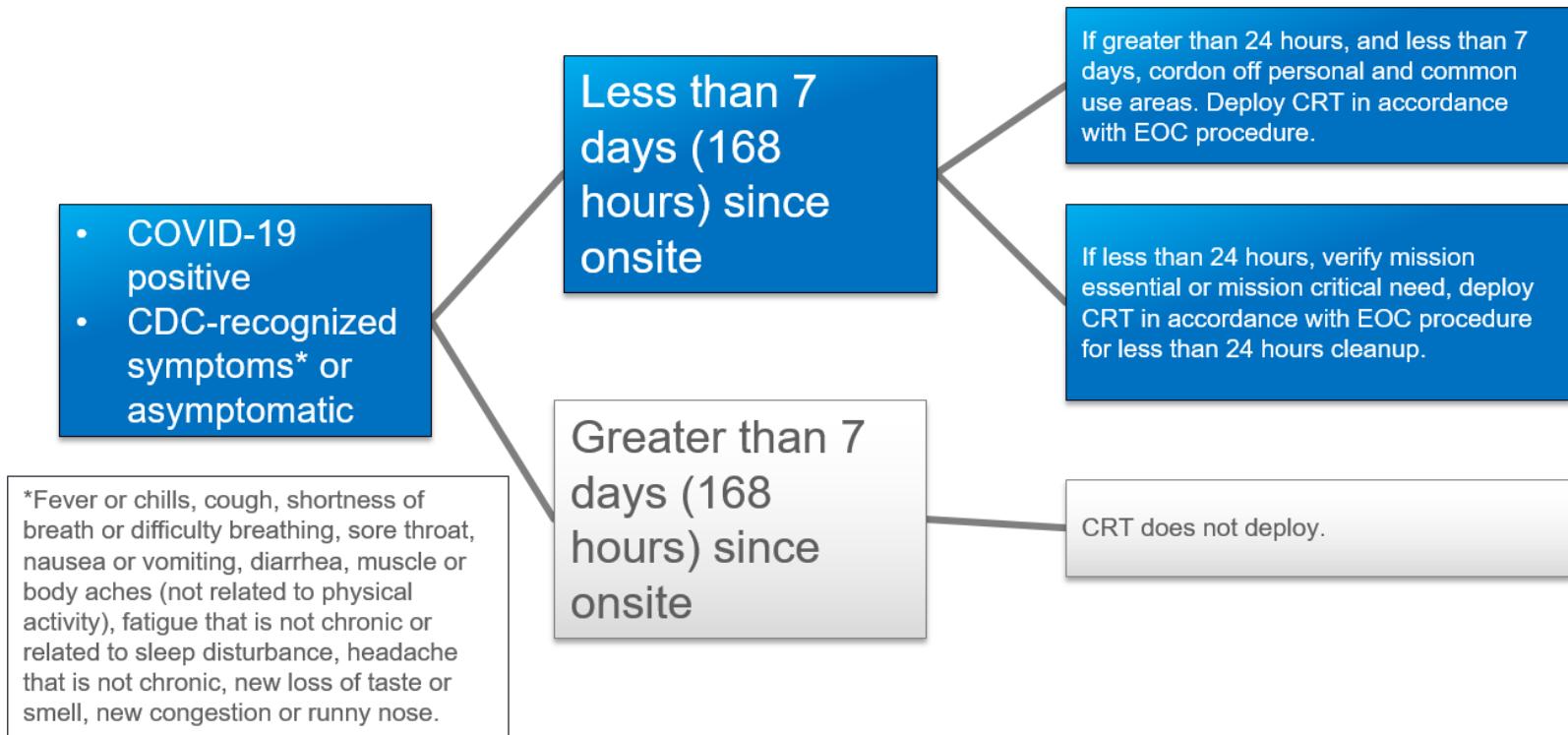
Safety

Medical Director /Biosafety Officer Consultation
Contact Tracing
Case Isolation
Guidance for Close Contacts
Tracking of Isolation
Guidance for Concerned

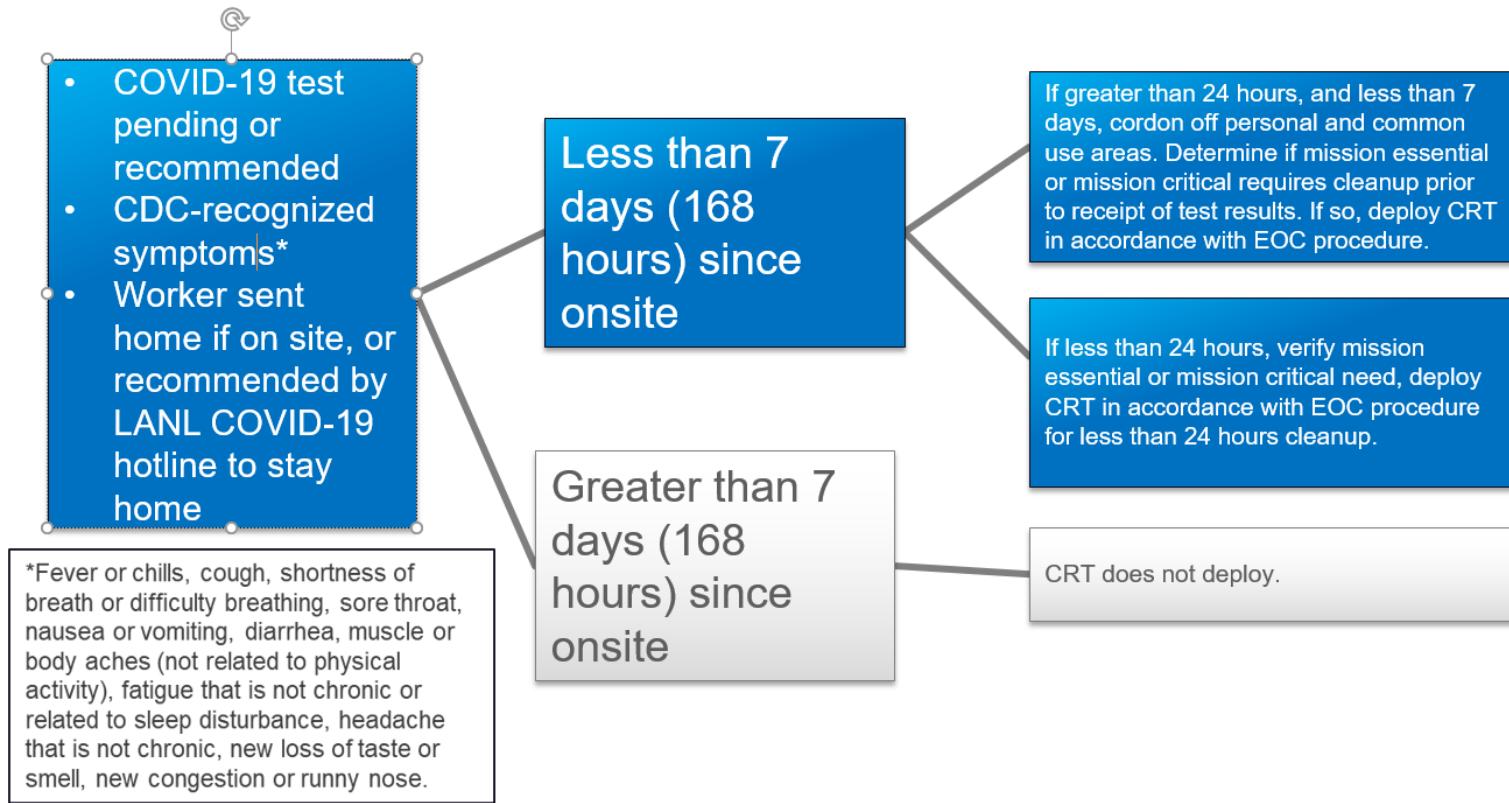
Decision Tree for Cleaning/Disinfecting Workplaces



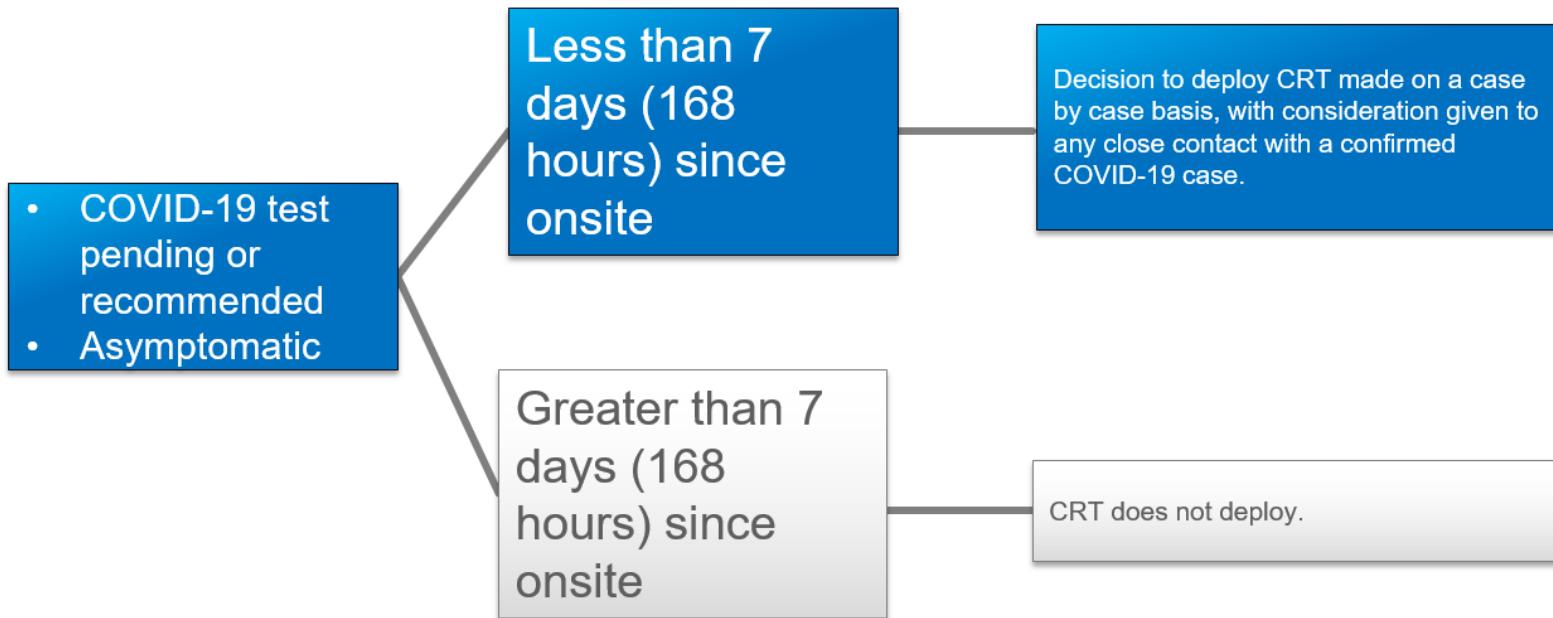
D1: Confirmed COVID-19 positive COVID-19 symptoms or asymptomatic



D2: COVID-19 test pending or recommended COVID-19 symptoms



D3: Test pending or recommended Asymptomatic



CRT Response Decision Tree

Case by Case Considerations (BSO and SOMD)

- Latest cleaning and disinfection performed (either by custodial staff or organization).
- Whether the employee passed through an area, or spent time in an area.
- Meetings, lunch areas.
- Whether COVID-19 testing was recommended (by COVID-19 hotline or Medical Director/designee), or whether 14-day isolation was recommended.
- Shared office space.

Contact Tracing

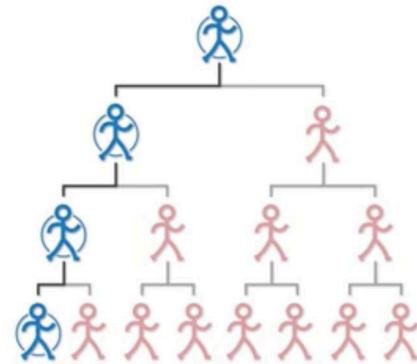
Six Steps to Investigate Cases and Trace Their Contacts

Introduce	Inquire	Identify contacts	Isolate	Initiate contact tracing	Implement regular check-ins
					
Introduce yourself to the case and get their basic information	Figure out the case's likely infectious period	Ask the case about contacts during their infectious period	Provide isolation instructions to the case, identify challenges, and provide support	Call case's contacts to inform about their exposure, ask about symptoms, and give quarantine instructions	Check in with the case and their contacts until their isolation or quarantine ends

COVID-19 HOTLINE: (505) 606-2667

Occupational Medicine and EMD-EO Group Staff

What happens if we stop each case from infecting just one person?



Presumptive Case vs. Positive Case

Contact Tracing

- EOSC-FORM-363, COVID-19 Line of Inquiry Form
- EMD-AP-046, Rev 1, LANL COVID-19 Cleaning and Disinfecting Operations
- EOSC-CKLST-034, LANL COVID-19 Presumptive and Positive Case Notification Checklist

LANL COVID-19 Presumptive and Positive Case Notifications Checklist

Call Date: <input type="text"/>	Call Time: <input type="text"/>
EOSC Operator: <input type="text"/>	Incident: COVID-19
ATTENTION	
<p>This checklist is a guide for notifications due to an employee testing positive for COVID-19. Place a check mark (✓) in the box to indicate that key incidents, activities, tasks, and decision-making are documented on the EOSC Log and in the WebEOC Pandemic Isolation board, to include times, if applicable.</p> <p>This document is UNCLASSIFIED when the form is not filled in, this document is OUC.</p> <p>OFFICIAL USE ONLY</p> <p>May be exempt from public release under the Freedom of Information Act if U.S.C. 552A, exemption number and category: 6, Personal Privacy, or 7C, Law, Office of Classification, Guidance N/A, Date: 11/12/2020</p>	
<p>1. RECEIVE a call from a LANL employee or contractor employee (or manager of employee or Project Manager) reporting a positive COVID-19 test result. <input type="checkbox"/></p> <p>RECORD the caller's information in COVID-19 Line of Inquiry, EOSC-FORM-363. The information that is recorded in the COVID-19 Line of Inquiry will assist EMD-EO and the EOC in a planned response. <input type="checkbox"/></p> <p>Immediately NOTIFY the Incident Response Commander (IRC) and EMD Division Leader, followed by EMD-EO Group Leader, of the initial report related to presumptive or positive case. <input type="checkbox"/></p> <p>COMPLETE Sections 2 through 8 when a COVID-19 positive case is reported. <input type="checkbox"/></p> <p>COMPLETE Sections 9 through 12 when a presumptive case is reported. <input type="checkbox"/></p> <p>NOTE: The EOC will wait until a presumptive case is reported before deploying the COVID-19 Cleaning Response Team (CRT). For example, if an employee is testing last results with symptoms and recently accessed the Laboratory. COVID-19 POSITIVE CASE</p> <p>2. NOTIFY the On-Duty Incident Response Commander so they can determine if a COVID-19 CRT is required. <input type="checkbox"/></p> <p>NOTIFY the EMD-EO/Division Leader when the EOC determines the positive case warrants disinfecting and cleaning of areas that impact EM-LA owned facilities/properties or leased space. <input type="checkbox"/></p> <p>NOTE: For EM-LA-owned facilities/properties or leased space, the IRC will not proceed with disinfecting and cleaning until the EOC determines the positive case warrants disinfecting and cleaning of areas. The EOSC Operator will continue to complete the checklist while waiting for EMD-Division Leader approval.</p> <p>NOTE: If the EMD-Division Leader reports not to proceed, the EOSC Operator will continue to complete the checklist while waiting for EMD-Division Leader approval.</p> <p>IF the EOC is activated, THEN REPORT the positive case information immediately to the EOC Emergency Director, and EOC Manager. <input type="checkbox"/></p> <p>NOTIFICATION TIMES:</p> <p>EOC Emergency Director: <input type="text"/> EOC Manager: <input type="text"/></p> <p>NOTIFY the LANL Medical Director of the positive case immediately at (505) 695-5475. <input type="checkbox"/></p> <p>NOTIFY the LANL Biological Safety Officer of the positive case immediately <input type="checkbox"/></p>	

Unclassified when not filled in
OFFICIAL USE ONLY when complete

7/2/2020
Page 1 of 5

EOSC-CKLST-034
Rev 5

Emergency Management Division

Document Number: EMD-AP-046, R1	
Effective Date: 4/8/2021	
Next Review Date: 4/8/2021	
Supersedes: EMD-AP-046, R0	
PROCEDURE	
Approval Cover Sheet	

LANL COVID-19 Cleaning and Disinfecting Operations

Document Status: <input type="checkbox"/> New Document <input type="checkbox"/> Major Revision <input type="checkbox"/> Minor Revision			
Name/Title: Paul Grano	Organization: EMD-EP	Date: 4/8/2020	Signature: /s/ Paul Grano
Document Author: EMD-EP, QM			
Approved for Use By:			
Sara Pasquini	ALDESHQSS	4/8/2020	/s/ Sara Pasquini
Medical Director			
David Stuhan, EOC	EMD-DO	4/8/2020	/s/ David Stuhan
Emergency Director			
EMD Division Leader			

Derivative Classification Review

<input type="checkbox"/> Unclassified	<input type="checkbox"/> Official Use Only	<input type="checkbox"/> Unclassified, Controlled Nuclear Information
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Guidance Used: N/A
DCR/DO Name/Z Number: Dominic.Royal/100079
Organization: SAFE-IP
Date: 4/8/2020

COVID-19 Line of Inquiry Form

Call Date: <input type="text"/>	Call Time: <input type="text"/>	Case #: <input type="text"/>																																				
EOSC Operator: <input type="text"/>	Occupational Medicine Staff: <input type="text"/>																																					
ATTENTION																																						
<p>This form is for the COVID-19 Hotline and Emergency Operations Support Center (EOSC) call-taking line of inquiry to obtain COVID-19 case information. Record the information provided in the applicable fields and place a check mark (✓) in the box to indicate that key incidents, activities, tasks, and decision-making are documented in WebEOC, to include times, when applicable.</p> <p>This document is UNCLASSIFIED when the form is not filled in, this document is OUC.</p> <p>OFFICIAL USE ONLY</p> <p>May be exempt from the public release under the Freedom of Information Act if U.S.C. 552A, exemption number and category: 6, Personal Privacy, Department of Energy, or 7C, Law, Office of Classification, Guidance N/A, Date: 11/12/2020</p>																																						
<p>Is this an EMERGENCY? <input type="checkbox"/> No <input type="checkbox"/> Yes Has 911 been called? <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A</p> <p>Caller Name: <input type="text"/> Call Back #: <input type="text"/> Create Relationship: <input type="checkbox"/> CO ALBUQUERQUE <input type="checkbox"/> LANL <input type="checkbox"/> Other <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Work Type Address: <input type="text"/> Great address: <input type="text"/> Phone: <input type="text"/> Email: <input type="text"/> Fax: <input type="text"/> Emergency Contact Person: <input type="text"/> Emergency Contact Phone: <input type="text"/> Emergency Contact Email: <input type="text"/> Emergency Contact Fax: <input type="text"/> Emergency Contact Address: <input type="text"/> Emergency Contact Relationship: <input type="checkbox"/> LANL <input type="checkbox"/> Other <input type="checkbox"/> Civil Worker <input type="checkbox"/> Contractor <input type="checkbox"/> 7A-4K Worker <input type="checkbox"/> Other <input type="checkbox"/> Subcontractor Name: <input type="text"/></p>																																						
<p>Reason for Call: <input type="text"/></p> <p>Symptoms:</p> <table border="1"> <tr> <td>Fever or chills <input type="checkbox"/> NO <input type="checkbox"/> YES</td> <td>Diarrhea <input type="checkbox"/> On going <input type="checkbox"/> No <input type="checkbox"/> Yes</td> <td>If received, date/time of symptom: <input type="text"/></td> </tr> <tr> <td>Cough <input type="checkbox"/> NO <input type="checkbox"/> YES</td> <td>Great Dane Disease <input type="checkbox"/> On going <input type="checkbox"/> No <input type="checkbox"/> Yes</td> <td>If received, date/time of symptom: <input type="text"/></td> </tr> <tr> <td>Shortness of breath or difficulty breathing <input type="checkbox"/> NO <input type="checkbox"/> YES</td> <td>Cough <input type="checkbox"/> On going <input type="checkbox"/> No <input type="checkbox"/> Yes</td> <td>If received, date/time of symptom: <input type="text"/></td> </tr> <tr> <td>Fatigue <input type="checkbox"/> NO <input type="checkbox"/> YES</td> <td>Cough 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EOSC-FORM-363
Rev 2

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7/2/2020
Page 1 of 5

Contact Tracing

Hotline call

Line of inquiry
Employee instructions
Notifications initiated

Infection Control

Biosafety Officer consultation
Access control
Remediation
Facility residents
Communications
Special situations

Case Containment

Medical Director consultation
Contact tracing
Case isolation
Guidance for close contacts
Tracking of isolation
Guidance for concerned
Communications

Contact Tracing

- Date and time of symptom onset and test collection?
- Organization and job activities?
- Date and time last on site, and work location(s)?
- LANL employee contacts 48 hours leading up to and since symptom development/test (nature and duration)?
- Recent out of state travel?
- Known sick contacts/COVID confirmed contacts?
- Gatherings attended in the previous 14 days?
- Community facilities visited in the previous 14 days?
- Carpool?
- Superintendent, foreman, subcontractor information?

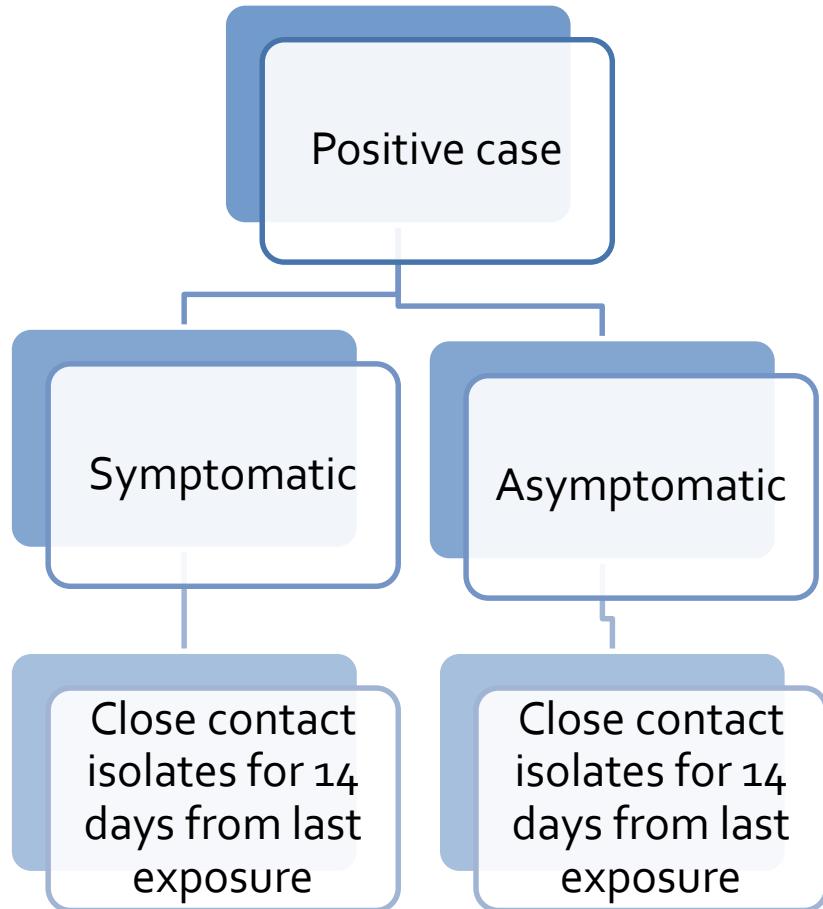
COVID -19 Line of Inquiry Form																																																																																																								
Call Date: <input type="text"/>	Call Time: <input type="text"/>	Case #: <input type="text"/>																																																																																																						
EOSC Operator: <input type="text"/>	Occupational Medicine Staff: <input type="text"/>																																																																																																							
ATTENTION																																																																																																								
<p>This form is for the COVID-19 Hotline and Emergency Operations Support Center (EOSC) call-taking line of inquiry to obtain COVID-19 case information. Record the information provided in the applicable fields and place a check mark (✓) in the boxes where appropriate.</p> <p>Ensure that key incident information, activities, tasks, and notifications are documented in WebEOC, to include times, when applicable.</p> <p>This document is UNCLASSIFIED when the form is not filled in. When the form is filled in, this document is OOU.</p>																																																																																																								
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				7/22/2020 Page 1 of 6																																																																																																				

Contact Tracing

Close contact of a case is someone who has been within six feet, with or without face coverings for greater than three minutes.

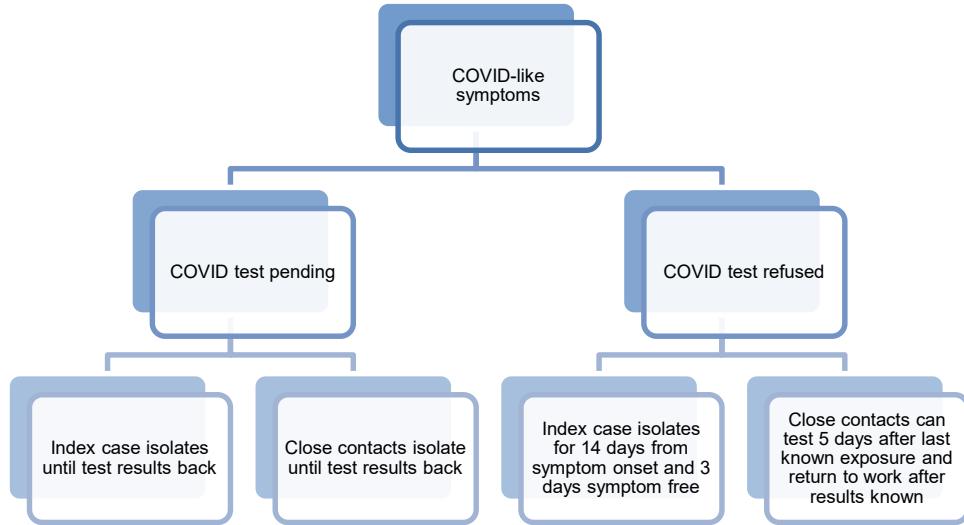
Return to work is determined by a time-based approach, not a test-based approach in accordance with CDC and NMDOH and benchmark consensus with other DOE site medical directors.

Employees must be fever free for 24 hours and 14 days out from onset of symptoms or from test collection before they can return to work.

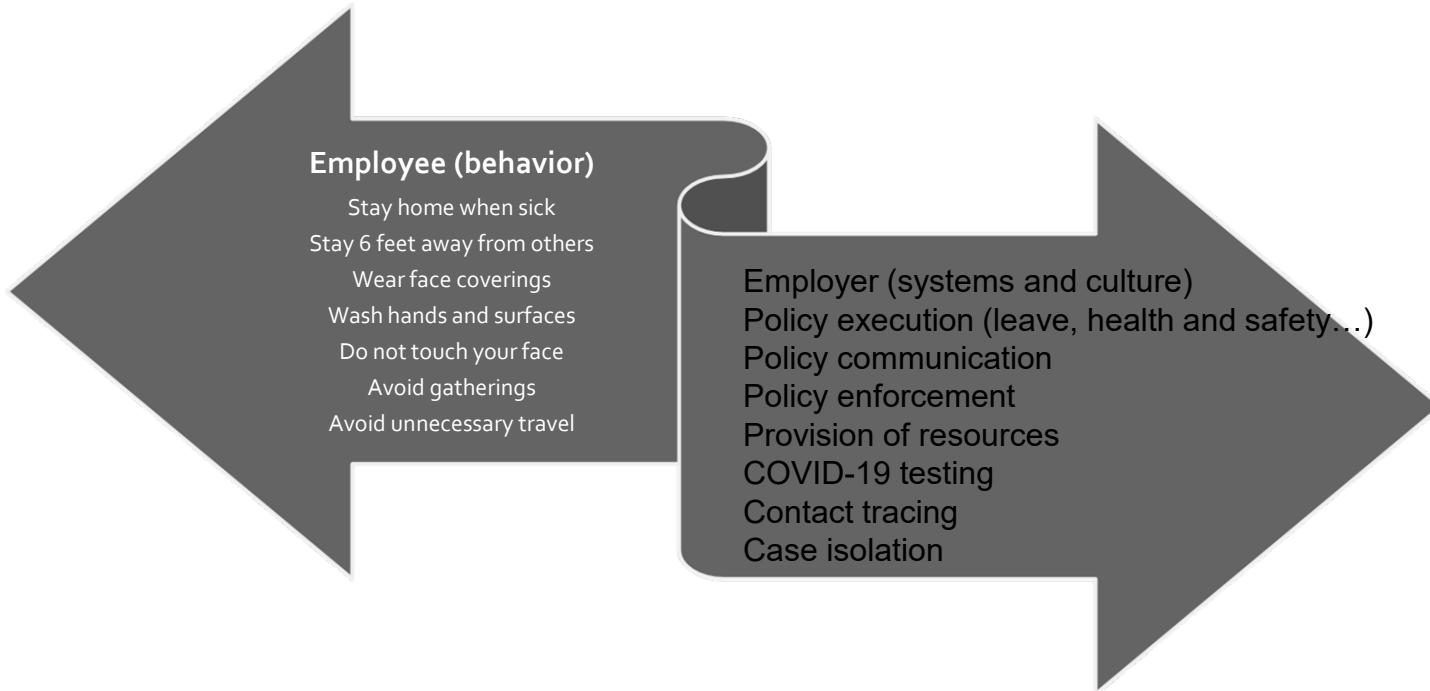


Contact Tracing

- Employees who develop symptoms onsite during business hours can be tested at Occupational Medicine for quick turnaround (generally next business day).



Employee/Employer Partnership



Leveraging the power of teamwork and communication to protect our workforce

- Activation of the Pandemic Advisory Team (PAT)
- Activation of our EOC in monitoring mode
- Partnerships with NMDOH, DOE BEMT, EFCOG, DOE Site Medical Director's Council
- Collaboration with surrounding counties, LAMC, and LAFD to support community preparedness
- Collaboration with various LANL organizations to proactively identify new hires, and travelers and visitors from high risk areas
- Group discussions and education to help address anxieties
- **Communication, communication, communication**

Continuing Refinements in Process Based on Active Lessons Learned

- Flexible policy
- Cross-organization interaction and feedback
- Priority is working SAFELY
- Ventilation

Worker Communications

- Webex
- Socially distanced outdoor meetings
- Emails
- Phone
- One on one - key

Employee Mental Health Resources

- LANL Employee Assistance Program with telehealth visits
- MD Live through BCBS
- Virgin Pulse
- Los Alamos Mental Health Project:
<https://losalamosmentalhealth.org/>

Worker Environmental, Safety and Security Teams (WESST)



- Worker led volunteer organization
- Advocates for environmental awareness, safety and security for laboratory employees.
- Invites employees to connect, develop, and contribute as valued members of an impactful team to foster a safe, secure and healthy culture at Los Alamos National Laboratory.

WESST Communications

- Ergonomic Tips for Telecommuting
- Proper Handwashing NMDOH
- Quick Tips to Manage Wellbeing During COVID-19 Working from Home Tip Sheet – Virgin Pulse
- Resources for Navigating the Pandemic as a Family
- Safety at Home While Teleworking
- Eye Strain Resources
- Health Share Avoid Spreading Germs at Work

WESST Printable Posters



WEAR MASKS - 8.5" X 11" (pdf)



DO DISTANCE - 8.5" X 11" (pdf)



WASH HANDS - 8.5" X 11" (pdf)



WASH HANDS: 20 Seconds - 8.5" X 11" (pdf)



SANITIZE SPACE - 8.5" X 11" (pdf)



NO CROWDS - 8.5" X 11" (pdf)



USE HANDRAILS - 8.5" X 11" (pdf)

WESST Window Clings

Reminders specifically for:

- Break Rooms
- Cafeterias/Food Service Areas
- Cars/Vans/Taxi's
- Common Areas Where People Gather In Small Quantities
- Computer Labs
- Conference Rooms
- Control Rooms
- Lobbies
- Restrooms
- Shared Office Spaces
- Stairwell Entrances
- Waiting Areas

Could be applied to:

- All Door Entrances
- Walls
- Announcement Areas (bulletin boards)



WINDOW CLING
4" X 12"



Government Vehicles



LETTER SIZE REMINDER COVER
PAGE FOR LOG BOOKS OR KEY
RETRIEVAL CHECK OUT

8.5" X 11"



Speaking with one voice to develop the systems and the culture that drive responsible behavior.

Systems—Manage risk

- Execute and *enforce* policies that comprehensively address COVID-19 health and safety measures and are clear and easy to understand
- Maintain situational awareness when it comes to worker numbers on site, shift schedules, and the nature of the risk being performed
- Maintain situational awareness on how cases in the communities impact our workers and our mission
- Maximize and support telework
- Ensure resource availability
- Leverage technology (contact tracing)
- Leverage LANL talent and SMEs (HPI, modeling)

Culture—Lead people

- Lead by example and be visible
- Establish a dialogue with employees, listen actively
- Engage WESST, workers, focus groups
- Be proactive, not reactive
- Set clear expectations and hold one another accountable
 - Empower employees to have difficult conversations
 - Communicate with clarity, consistency and commitment to worker health to develop trust and accountability across the workforce

Questions?

Thank you!