

Job Aid to Support PIN 22-17 Update October 3, 2023

Policy	Guidance
Pandemic Planning	
Centers are required to complete Emergency Action Plan, including planning for medical emergencies per the Job Corps Policy and Requirements Handbook, Chapter 5, Section 5.1, R18, a(1). Centers must include pandemic and infectious disease planning within the Emergency Action Plan.	COVID-19 Center Plans shall be included in the center's Emergency Action Plan. See PIN 22-16 Medical Emergency and Infectious Disease Plan Template for an outline.
Masking	
When COVID-19 hospitalization admission levels are high in the county where the center is located, as designated in CDC's COVID-19 by County , all people on Job Corps centers must wear high-quality masks or respirators while indoors, except when in a dormitory room.	Check the CDC's COVID-19 by County weekly. Develop a communication strategy to inform students, staff, and visitors of mandatory indoor masking when COVID-19 hospitalizations are high.
During on-center COVID-19 outbreaks, mask-wearing will be advised by Regional Offices, in consultation with Job Corps Health Support Contractor, on a case-by-case basis. The Center Director will make the final implementation decision.	Collaborate with Regional Office, Health Support Contractor, and center Health Services Staff when on-center COVID-19 transmission occurs.
Centers must follow Interim Infection Prevention and Control Recommendations for Healthcare Personnel During the Coronavirus Disease 2019 (COVID-19) Pandemic guidelines to determine mask-wearing in the Health and Wellness Center.	Follow all-center mask-wearing requirements when COVID-19 hospitalizations are high in the county where the center is located. When COVID-19 hospitalizations are low or medium in the county where the center is located, the Center Director, in collaboration with the Health and Wellness Director and other health services staff, will make the final decision on Health and Wellness Center mask-wearing implementation. The following may be considered: <ul style="list-style-type: none"> • Feedback from staff and students about masking. • Current burden of COVID-19 cases or respiratory illness on the center or in the community. Centers may review data from National Emergency Department Visits for COVID-

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	<p>19, Influenza, and Respiratory Syncytial Virus to inform decisions about masking during respiratory virus season.</p> <ul style="list-style-type: none"> Review of local data on community COVID-19 incidence, if available. <p>Center Health and Wellness Facilities must adhere to local or state Health Facility masking requirements if they are more restrictive than CDC guidance.</p> <p>Additionally, the following must occur, regardless of uniform masking decisions in the Health and Wellness Center:</p> <ul style="list-style-type: none"> Centers must provide guidance to students to wear a mask when entering the Health and Wellness Center with symptoms of COVID-19 or other respiratory illness. Ensure masks are readily available. Health services staff must wear a mask or respirator when evaluating students with symptoms of COVID-19 or other respiratory illness.
<p>Outside of the circumstances outlined elsewhere in this document (e.g., outbreaks, confirmed COVID-19, exposure to COVID-19), mask-wearing is at the discretion of each individual on center.</p>	<p>Support each student in their individual decision on masking.</p>
Exposure to COVID-19	
<p>All staff and students must follow the guidance outlined in What to Do If You Were Exposed to COVID-19.</p> <p>Students who are identified as COVID-19 close contacts must be tested as soon as the exposure is identified.</p>	<p>Masking with a well-fitting mask or respirator (N95) must begin as soon as an individual finds out about their exposure and continue for 10 full days.</p> <p>Test the student as soon as possible upon identification as a close contact with a point-of-care nucleic acid amplification test (NAAT).</p>

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	<p>Test the student on at least 5 full days (i.e., on Day 6) (Day 0 is the day of a positive test or the first day of symptoms) after the last exposure with a NAAT. If the test is negative, continue following precautions through Day 10 (i.e., Day 11).</p> <p>Remind students to immediately report the onset of any symptoms of COVID-19. If symptoms develop, test using a NAAT as soon as possible.</p> <p>If the student tests positive at any time, isolate them immediately.</p>
Isolation for those with COVID-19	
<p>Centers must follow Isolation and Precautions for People with COVID-19 for all confirmed or suspected COVID-19 cases.</p>	<p>A student with COVID-19 must isolate from others.</p> <p>Centers may continue to maintain isolation rooms for students who test positive for COVID-19 as capacity allows. Students with confirmed COVID-19 may be housed together.</p> <p>When center On-Board Strength no longer allows for designated isolation rooms, students with COVID-19 may be isolated in their dormitory rooms or another space. Engage the student with COVID-19 and roommates in rooming decisions (e.g., ask students if they want to stay in their current dormitory or temporarily move rooms until their roommate is no longer contagious).</p> <p>Students may be released from isolation after 5 full days (i.e., on Day 6) after their positive COVID-19 test:</p> <ul style="list-style-type: none"> • if asymptomatic OR • if symptoms are improving and the student has been fever-free for at least 24 hours (without the use of fever-reducing medication).

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	<p>Consult with the center clinician and follow Isolation and Precautions for People with COVID-19 if the student is not improving by Day 5, if the student had moderate (e.g., trouble breathing) or severe (e.g., hospitalized) illness, or if they have a compromised immune system.</p> <p>After release from isolation:</p> <ul style="list-style-type: none"> • Individuals must wear a well-fitting mask until at least Day 11 when indoors while around others. • If possible, residential students should wear a mask in the dormitory if roommates are present or move to a single room.
Reporting, Contact Tracing, and Outbreak Response	
Centers must report COVID-19 cases in the Significant Reporting System in line with guidance released from the Office of Job Corps.	Complete an SIR if 10 percent or greater of the center's on-board strength has COVID-19 and/or flu-like symptoms within a 7-day timeframe.
Centers must identify and notify close contacts of individuals who have tested positive for COVID-19.	<p>Staff member(s), including at least one member of the Health and Wellness Staff, must receive training on contact tracing and retain proof of training.</p> <p>The Infectious Disease Response (IDR) Committee must promptly identify close contact exposures when a staff member or student reports a COVID-19 confirmed case.</p> <p>Designated staff must notify close contacts regarding their exposure. Educate close contacts on post-exposure procedures. Ensure all Personally Identifiable Information (PII) is kept confidential.</p> <p>Center staff must notify staff responsible for cleaning and disinfecting an area used by a person with a confirmed case so they</p>

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	can safely fulfill their responsibilities for cleaning and disinfecting exposed areas
Centers must track weekly COVID-19 case counts and close contact exposure counts for staff and students.	Complete the Health and Wellness Staffing Survey monitoring questions for COVID-19 case and close contact exposure counts weekly.
Centers must consult with the Regional Office when COVID-19 transmission occurs on center.	The center must respond to COVID-19 outbreaks on center, including consultation with the Regional Offices and the Health Support Contractor, and implementing additional COVID-19 mitigation measures including, but not limited to, enhanced distancing, expanded testing, and mandatory mask wearing.
COVID-19 Testing	
Centers must follow the guidance outlined in COVID-19 Testing: What You Need to Know .	<p>Complete Testing Supply Surveys to support inventory monitoring.</p> <p>Testing for COVID-19 must be completed as follows:</p> <ul style="list-style-type: none"> • As soon as possible when a student has symptoms of COVID-19 • As soon as possible when a student is identified as a close contact of someone with COVID-19 • At least 5 days (i.e., on Day 6) after the last exposure to someone positive for COVID-19
Vaccinations	
Job Corps center operators must continue promoting and supporting access to COVID-19 vaccination based on Stay up to Date on COVID-19 Vaccines . COVID-19 vaccinations should be promoted and supported in the same manner as seasonal influenza vaccination.	<p>Provide education on the safety and effectiveness of COVID-19 vaccination. Follow Clinical Guidance for COVID-19 Vaccination CDC.</p> <p>Provide scheduling assistance and transportation to pharmacies or off-site vaccination locations.</p>
Center operators must ensure students' vaccination records are obtained and maintained consistent with existing Job Corps policies, including PRH Chapter 2, Section 2.3, R13 Professional Standards of Care, and federal laws regarding the release, storage, and handling of healthcare information.	COVID-19 vaccinations, as part of a vaccination history prior to enrollment or as a vaccination received during enrollment, must be recorded in the Student Health Record, along with all other vaccinations.

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	<p>Records may be obtained from healthcare providers/pharmacies or through Information Immunization Systems (IIS).</p> <p>Center health and wellness staff must document vaccinations in the Student Health Record.</p>
Physical Property	
<p>Centers must follow CDC's When and How to Clean and Disinfect a Facility.</p>	<p>High-touch surfaces must be cleaned regularly to decrease the number of germs and reduce the risk of infection.</p> <p>Areas must be disinfected with an EPA-registered disinfecting product where people have been ill (e.g., vomiting on a surface, isolation room after the person leaves isolation).</p>
<p>Centers should provide signage reminding students of general health guidelines to minimize the spread of illness.</p>	<p>Centers no longer need directional signage (e.g., arrows, traffic-flow signs through buildings); however, centers should maintain reminders of general health guidelines (e.g., cover your cough, wear a mask and visit the Health and Wellness Center if you are sick).</p>
Leave Status	
<p>Students may use “Not Present for Duty – Administrative Leave With Pay” as outlined in PRH Exhibit 6-1 for COVID-19-related absences.</p>	<p>COVID-19 is an acceptable usage of this leave status.</p>