RISK COMMUNICATION
The purpose of this chart and supporting information is to provide supervisors with guidance on cloth face coverings and personal protective equipment (PPE) for essential personnel working on campus. This guidance is focused on reducing the risk of occupational exposure to SARS-CoV-2, the virus that causes COVID-19. The occupational exposure to SARS-CoV-2 may vary from very high to lower risk. The level of risk varies depending on the type of work performed, the industry, the ability to successfully social distance and the likelihood of contact with someone with COVID-19. To assist supervisors in communicating this risk to their employees, the Environmental Health and Safety Department (EHS) has adopted the OSHA Occupational Risk Levels included after the table1.

CLOTH FACE COVERINGS AND PPE
Supervisors should communicate to employees that cloth face coverings are not considered PPE. EHS is encouraging the voluntary use of cloth face coverings including cloth masks for essential personnel. Current CDC recommendations include wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain.

EHS can connect supervisors with cloth face covering resources. In addition, ISU is procuring cloth face coverings that can be distributed to essential personnel. EHS is available for consultation on this table and the associated recommendations. When discussing the recommendations in this table with your employees, it is important to emphasize that a cloth face covering does not replace social distancing. Maintaining 6-feet social distancing remains an important action to slow the spread of the virus. Cloth face coverings are being encouraged by EHS and the CDC because public health data indicates that people with the virus may be asymptomatic and spreading the virus without knowledge2.

EHS is encouraging the conservation of PPE resources including surgical masks and N-95 respirators for healthcare workers and other first responders as recommended by the CDC. Employees should continue to use the PPE necessary for their essential job functions (i.e. PPE needed for chemical or physical hazards). At the end of this guidance, EHS has also included postings on face coverings and social distancing. These are available on the EHS website. Please post communications in your work areas.
Risk Level Summary
Operational Personnel

Encourage alternative work schedules that support social distancing in the workplace. Decontaminate shared tools and vehicles. Limit 1 person per vehicle.

<table>
<thead>
<tr>
<th>Essential Personal Category</th>
<th>Regular Work Duties</th>
<th>Emergency or Urgent Response in Clinical Facilities</th>
<th>Risk Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintenance and Operations Information Technology</td>
<td>• Social Distancing • Cloth Face Covering • Practice Personal Hygiene • Workers should continue to use the PPE necessary for their normal job tasks</td>
<td>• Social Distancing • Perform Work after Hours (if possible) • Cloth Face Covering • Practice Personal Hygiene • Surgical Mask (If provided by and recommended by the Clinic) • Workers should continue to use the PPE, if any, that they would ordinarily use for other job tasks</td>
<td>Lower</td>
</tr>
<tr>
<td>Grounds</td>
<td>• Social Distancing • Cloth Face Covering • Practice Personal Hygiene • Workers should continue to use the PPE necessary for their normal job tasks</td>
<td>N/A</td>
<td>Lower</td>
</tr>
<tr>
<td>Custodial</td>
<td>• Social Distancing • Cloth Face Covering • Practice Personal Hygiene • Workers should use the PPE necessary for the disinfection products used</td>
<td>Facilities Services Custodians are not cleaning patient areas.</td>
<td>Lower</td>
</tr>
</tbody>
</table>

OSHA Risk Levels

**VERY HIGH**
Very high exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Includes Health Care Workers, Health Care or Laboratory Personnel handling specimens from suspect COVID and Morgue workers performing aerosol generating procedures.

**HIGH**
Very high exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Including Health Care Delivery and Support Staff, Medical Transport Workers and Mortuary Workers.

**MEDIUM**
Medium exposure risk jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population-density work environments, some high-volume retail settings).

**LOWER**
Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with SARS-CoV-2 nor frequent close contact with (i.e., within 6 feet of) the general public. Workers in this category have minimal occupational contact with the public and other coworkers. Additional PPE is not recommended for workers in the lower exposure risk group. Workers should continue to use the PPE, if any, that they would ordinarily use for other job tasks.

COVID-19 Cloth Face Coverings, Recommended Work Practices and Personal Protective Equipment (PPE)

- Social Distancing
- Cloth Face Covering
- Practice Personal Hygiene
- Workers should continue to use the PPE necessary for their normal job tasks

- Surgical Mask (If provided by and recommended by the Clinic)
- Workers should continue to use the PPE, if any, that they would ordinarily use for other job tasks

Facilities Services Custodians are not cleaning patient areas.

ENVIRONMENTAL HEALTH AND SAFETY
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### OSHA Risk Levels

**VERY HIGH**
Very high exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Includes Health Care Workers, Health Care or Laboratory Personnel handling specimens from suspect COVID and Morgue workers performing aerosol generating procedures.

**HIGH**
Very high exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Includes Health Care Delivery and Support Staff, Medical Transport Workers and Mortuary Workers.

**MEDIUM**
Medium exposure risk jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population-density work environments, some high-volume retail settings).

**LOWER**
Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with SARS-CoV-2 nor frequent close contact with (i.e., within 6 feet of) the general public. Workers in this category have minimal occupational contact with the public and other coworkers. Additional PPE is not recommended for workers in the lower exposure risk group. Workers should continue to use the PPE, if any, that they would ordinarily use for other job tasks.

### COVID-19 Cloth Face Coverings, Recommended Work Practices and Personal Protective Equipment (PPE)

**Maintenance and Operations**
- Social Distancing
- Cloth Face Covering
- Practice Personal Hygiene
- Workers should continue to use the PPE necessary for their normal job tasks

**Custodial**
- Social Distancing
- Cloth Face Covering
- Practice Personal Hygiene
- Workers should use the PPE necessary for the disinfection products used

Disinfection after COVID-19 Positive Individual in Housing
- If possible leave the unit vacant for 7 days
- If not open doors and window and wait 24 hours
- Gown
- Gloves
- Workers should use the PPE necessary for the disinfection products used

**OSHA Risk Levels**

**Lower/Medium**
- Social Distancing
- Surgical Mask
- Practice Personal Hygiene
- Workers should continue to use the PPE, if any, that they would ordinarily use for other job tasks

**Lower/Medium**
- Social Distancing
- Cloth Face Covering
- Practice Personal Hygiene
- Workers should use the PPE necessary for the disinfection products used

**Lower/Medium**
- Social Distancing
- Cloth Face Covering
- Practice Personal Hygiene
- Workers should use the PPE necessary for the disinfection products used

**Lower/Medium**
- Social Distancing
- Surgical Mask
- Practice Personal Hygiene
- Workers should continue to use the PPE, if any, that they would ordinarily use for other job tasks
### Very High Exposure Risk Jobs

Very high exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Includes Health Care Workers, Health Care or Laboratory Personnel handling specimens from suspect COVID and Morgue workers performing aerosol generating procedures.

### Medium Exposure Risk Jobs

Medium exposure risk jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population-density work environments, some high-volume retail settings).

### Lower Exposure Risk Jobs (Caution)

Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with SARS-CoV-2 nor frequent close contact with (i.e., within 6 feet of) the general public. Workers in this category have minimal occupational contact with the public and other coworkers. Additional PPE is not recommended for workers in the lower exposure risk group. Workers should continue to use the PPE, if any, that they would ordinarily use for other job tasks.

### Risk Level Summary

<table>
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<tr>
<th>Essential Personal Category</th>
<th>Regular Work Duties</th>
<th>Contact with individuals confirmed or suspected to have COVID-19</th>
<th>Risk Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Public Safety</strong></td>
<td>Social Distancing, Cloth Face Covering, Practice Personal Hygiene, Have a trained Emergency Medical Service/Emergency Medical Technician (EMS/EMT) assess and transport anyone you think might have COVID-19 to a health care facility.</td>
<td>A single pair of disposable examination gloves, Disposable isolation gown or single-use/disposable coveralls*, Any NIOSH-approved particulate respirator (i.e., N-95 or higher-level respirator); Face masks are an acceptable alternative until the supply chain is restored, and Eye protection (i.e., goggles or disposable face shield that fully covers the front and sides of the face)</td>
<td>Lower</td>
</tr>
<tr>
<td><strong>Bengal Depot</strong></td>
<td>Social Distancing, Cloth Face Covering, Practice Personal Hygiene, Utilize curbside pickups and drop offs, Consider physical barriers</td>
<td>Restricted meal times, Social Distancing, Cloth Face Covering, Practice Personal Hygiene</td>
<td>Lower</td>
</tr>
<tr>
<td><strong>Food Service</strong></td>
<td>Restricted meal times, Social Distancing, Cloth Face Covering, Practice Personal Hygiene</td>
<td></td>
<td>Lower</td>
</tr>
<tr>
<td><strong>All Other Support Personnel</strong></td>
<td>Social Distancing, Cloth Face Covering, Practice Personal Hygiene</td>
<td></td>
<td>Lower</td>
</tr>
</tbody>
</table>
What you need to know about
Face Coverings, Masks
and COVID-19

Cloth face coverings for the general public are now recommended

The CDC recommends cloth face coverings for the general public, especially in public settings.

Face coverings do not eliminate the need for physical distancing. Always remain at least 6 feet from other people.

The general public should NOT use medical/surgical face masks outside of the health care setting. Medical/surgical face masks should only be used for health care staff and patients.

Cloth Face Coverings

Members of the Idaho State University community who choose to voluntarily wear a face covering are encouraged to use a non-medical, cloth covering.

Cultural norms and personal preferences factor into the decision to wear a face covering. Wearing a mask or face covering by any member of the community is not a signal that they are sick or infectious; their personal decision to wear a face covering should be respected.

Cloth face coverings are meant to protect others from inadvertent exposure to your respiratory droplets.

Medical/Surgical Face Masks

The WHO, CDC, and Idaho Department of Health and Welfare agree that medical/surgical masks are not recommended outside of health care settings.

A surgical mask is meant to help block large droplets, splashes, sprays or splatter that may contain germs. They are meant to protect both the person wearing the mask and those around them in a health care setting.

Some health care facilities require that all staff and patients use medical/surgical face masks when on the premises. Doing so helps ensure that people who do not realize they are infected do not spread the infection to others when in a facility.

Respirator Masks

Respirator masks, such as N95 masks, are reserved for situations that pose a risk for high concentration of infected respiratory droplets. This pertains to some types of medical examinations or procedures that might result in aerosolization of respiratory droplets.

N95 masks and other respirators are in extremely short supply and must be reserved for the people who need them most: health care workers who are fighting this pandemic on the front lines.

The use of an N95 and all respirators by an employee requires participation in the ISU Respiratory Protection Program.
Use and Care of Cloth Face Coverings

Wear cloth face covering when 6-foot social distancing cannot be maintained.

Putting on:
- Wash hands or use hand sanitizer prior to handling face covering.
- Ensure the face covering fits over the nose and under the chin.
- Situate the face covering properly with nose wire snug against the nose (where applicable).
- Tie straps behind the head and neck or loop around the ears.

Taking off:
- Do not touch eyes, nose, or mouth when wearing or removing face covering.
- When taking off the face coverings, loop your finger into the strap and pull the strap away from the ear, or untie the straps.
- Wash hands immediately after removing.

Storing and laundering:
- Launder with regular clothing detergent before first use, and after each shift or work day to disinfect.
- Keep face coverings stored in a clean, safe and dry area, when not in use.
- Dispose of face covering if:
  - Visibly damaged (e.g., stretched ear loops, torn or punctured material) or
  - Dirty/visibly contaminated

Throughout the process: Avoid touching the front of the face covering.