Content from the course “Protect UGA: COVID-19 Required Training for Supervisors”

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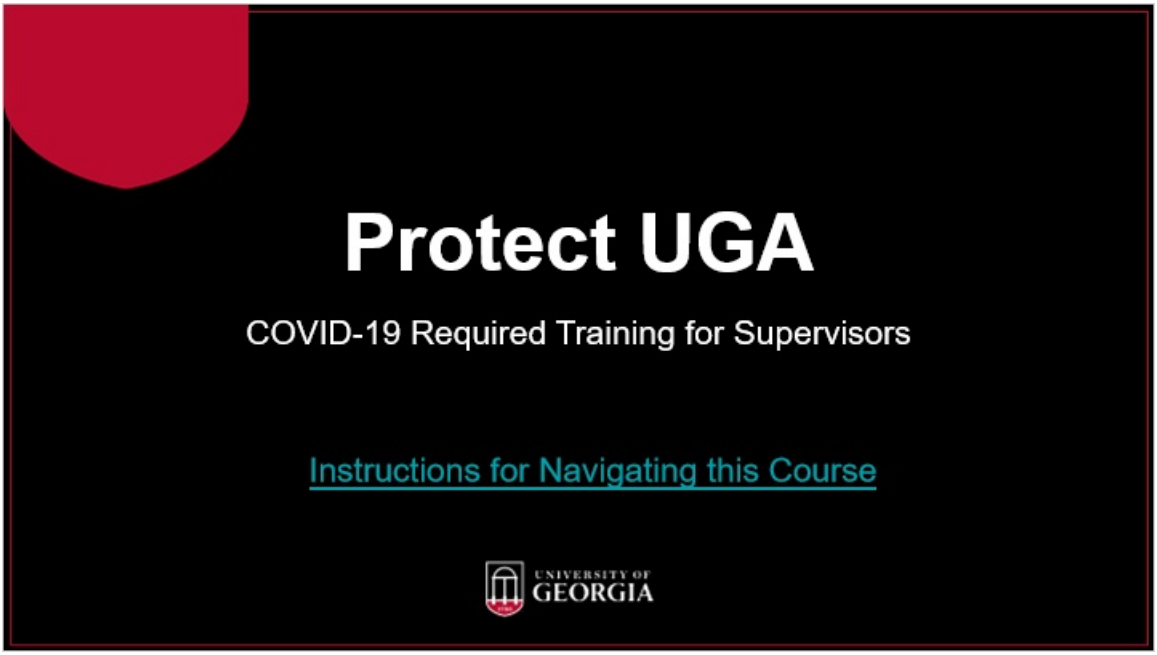
1.0 Protect UGA: COVID-19 Required Training for Supervisors

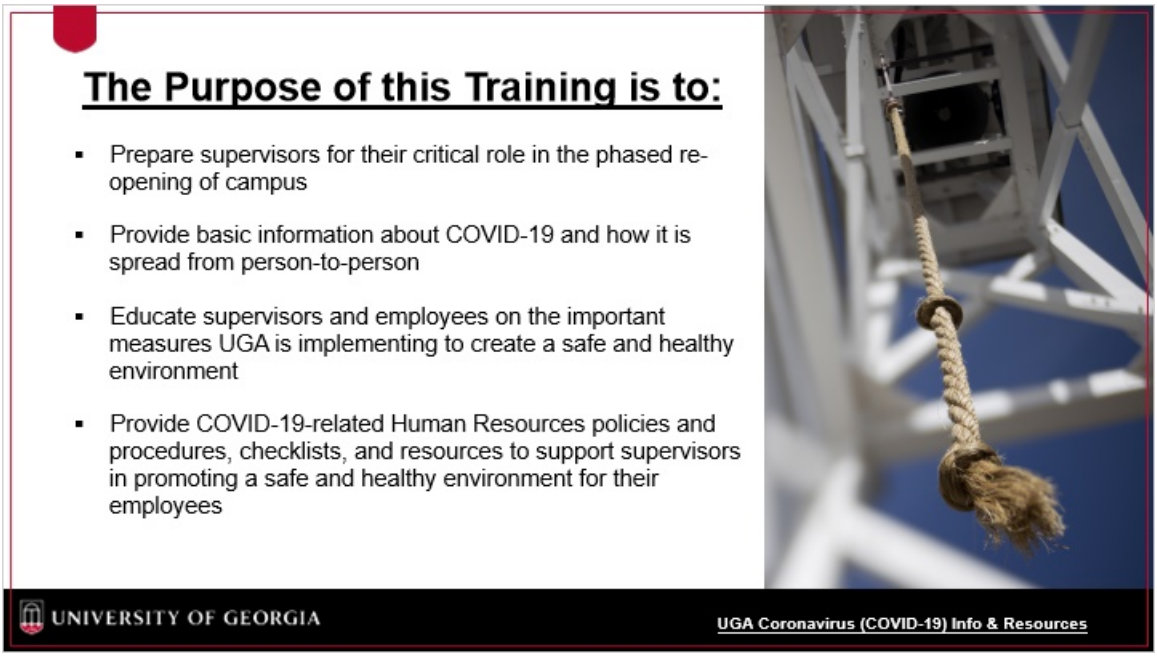


1.1 Message from the President

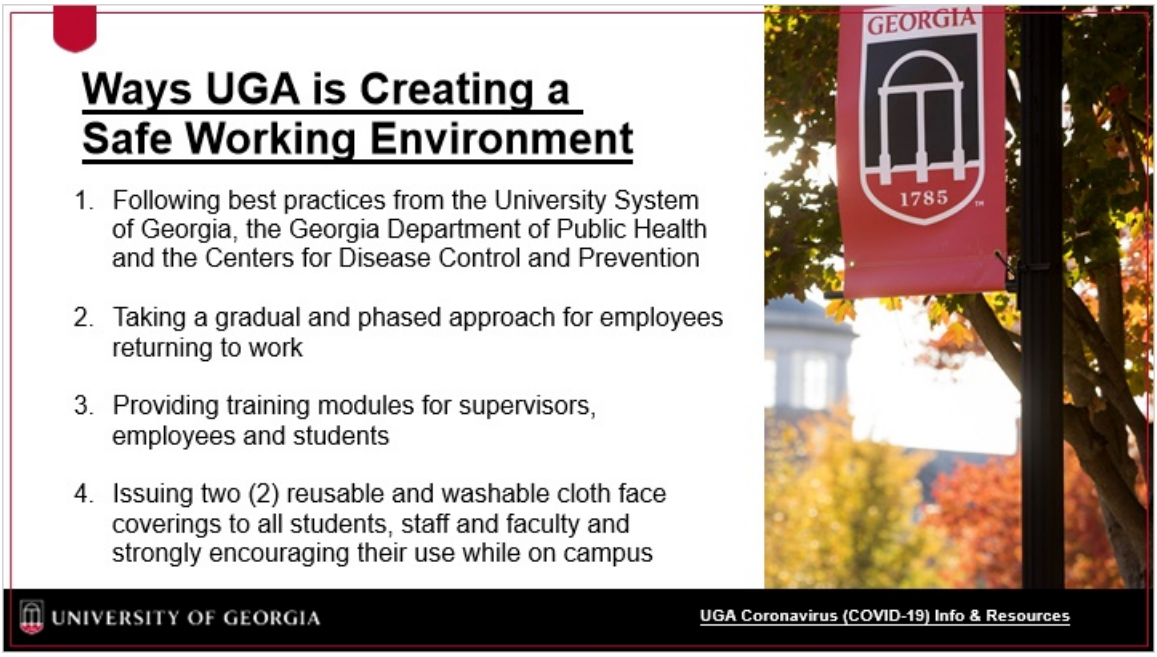
Video Transcript:
As the University of Georgia begins a phased, gradual reopening of our campuses, we must continue to prioritize the health and safety of our community. As someone who supervises fellow employees, you have a very important leadership role to play in our efforts. This training module was developed specifically for you. It covers a range of information, guidelines, responsibilities, and resources that will help you and the members of your team during the reopening process. I urge you to pay close attention to the content and to serve as a role model of best practices for your workplace.

Protecting our community is a shared responsibility, one that will require the cooperation of all faculty, staff and students; and, your ongoing leadership will be critical to our success. I want to thank you for all that you are doing to help our university effectively navigate this challenging situation. I'm grateful for your hard work, your diligence and your flexibility. Remember, we remain a strong and connected university community, and we need to work together as we reopen our campus. Thanks again for your leadership.

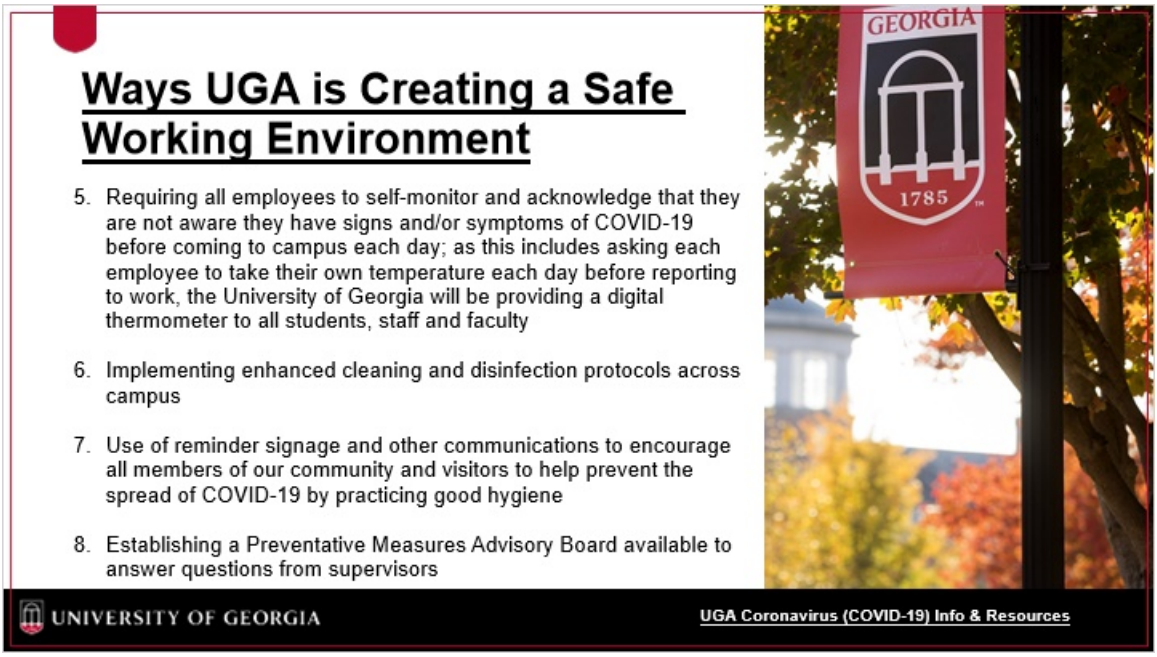
1.2 Purpose of This Training



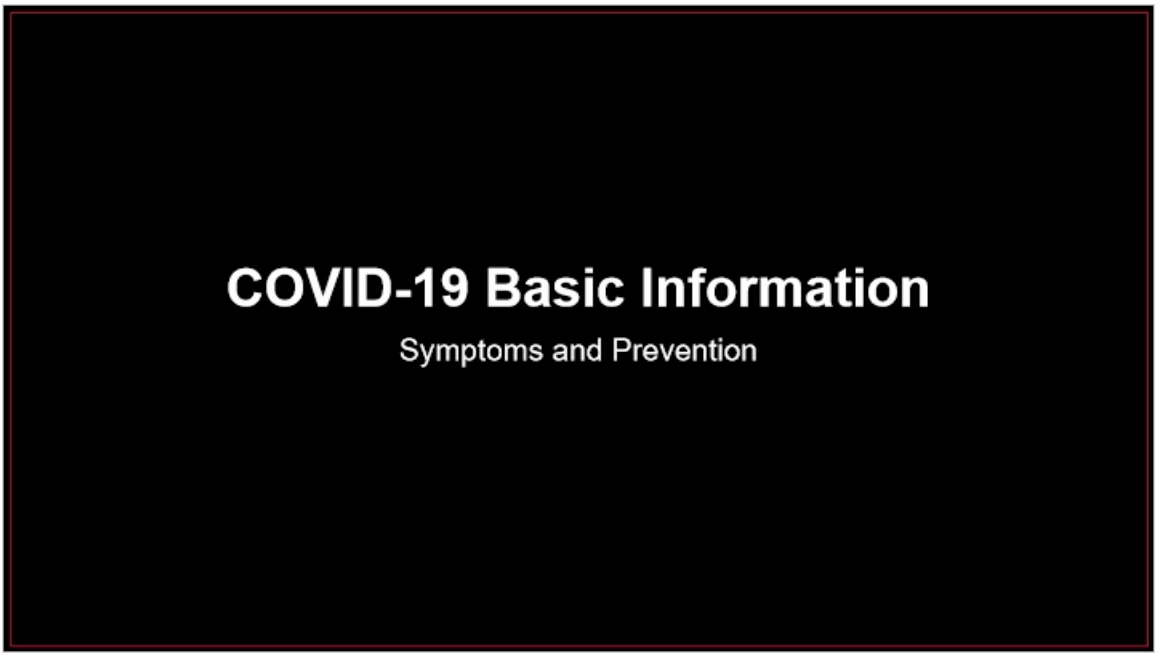
1.3 Creating a Safe Working Environment



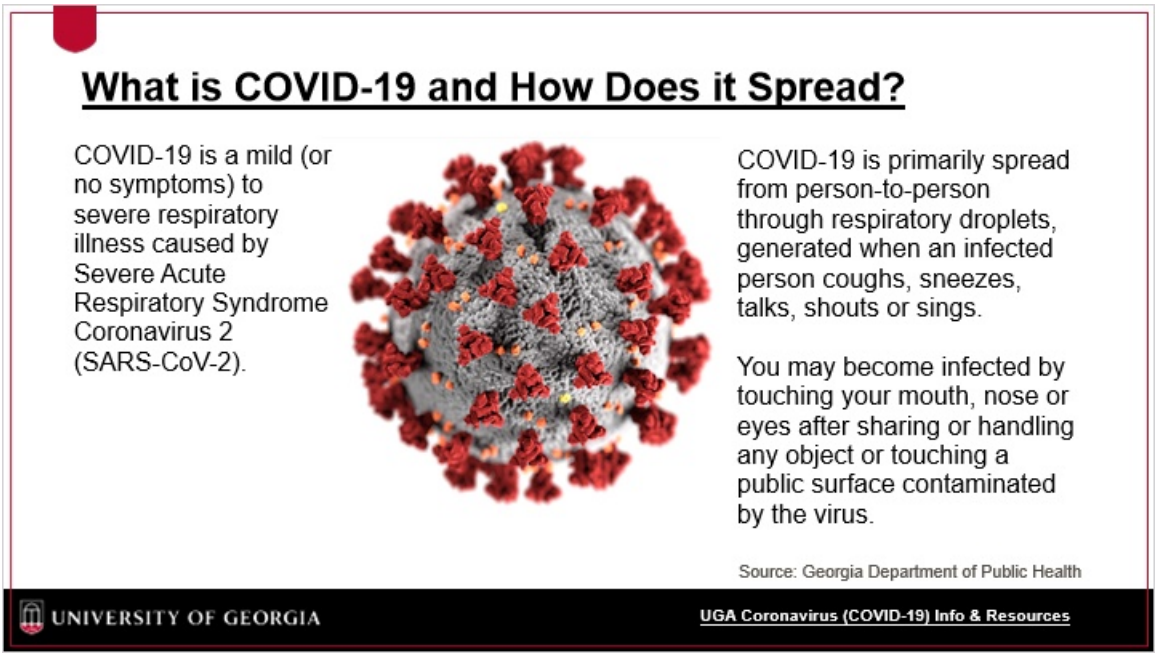
1.4 Creating a Safe Working Environment



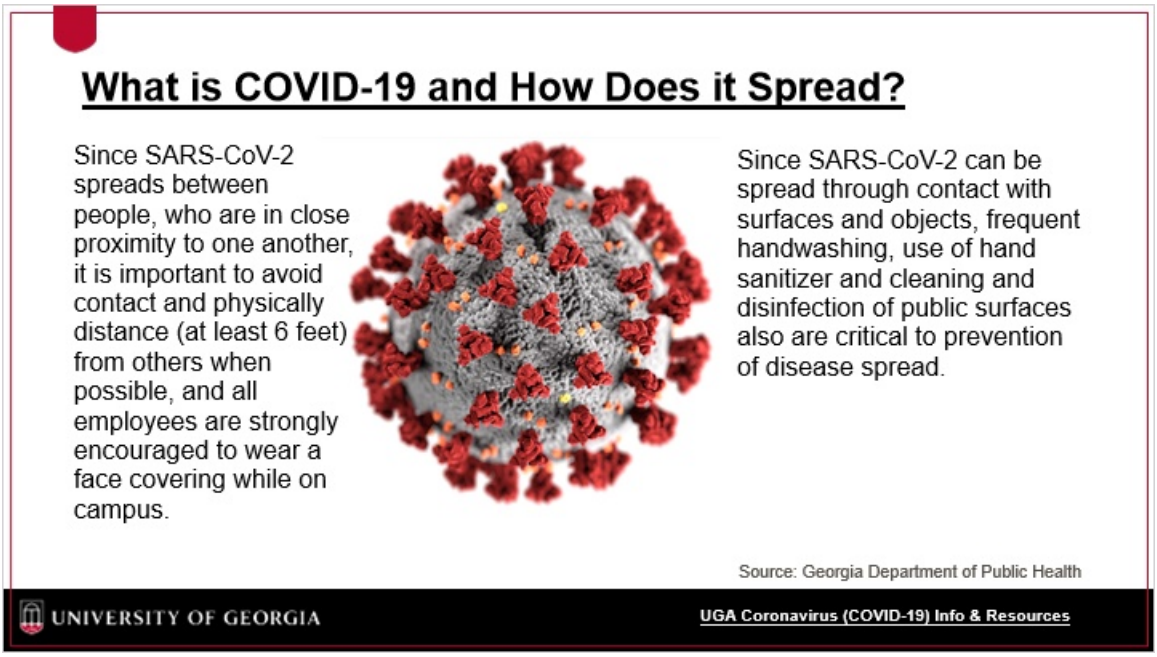
1.5 COVID-19 Basic Information



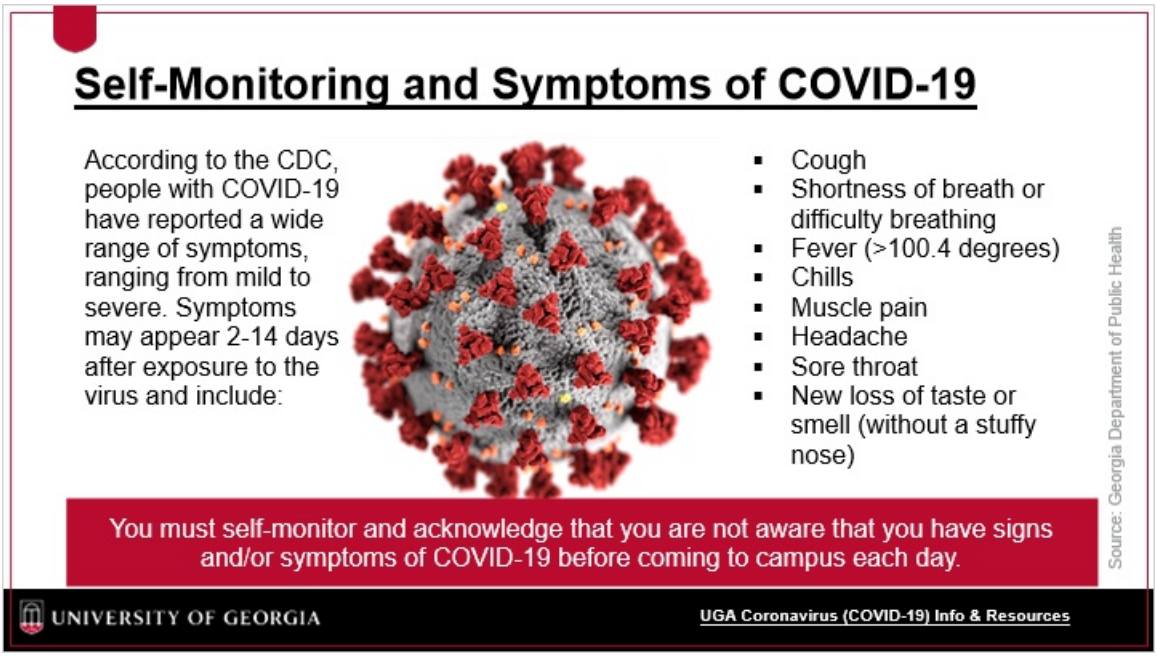
1.6 What is COVID-19 and How Does it Spread?



1.7 What is COVID-19 and How Does it Spread?



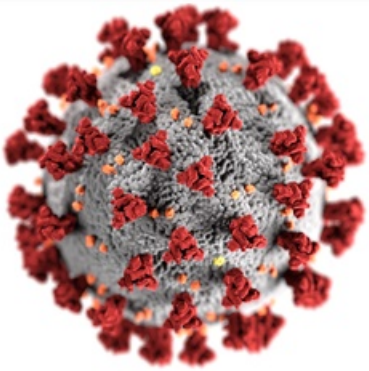
1.8 Self-Monitoring and Symptoms of COVID-19



1.9 Self-Monitoring and Symptoms of COVID-19

Self-Monitoring and Symptoms of COVID-19

This list does not include all possible symptoms. Other less common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting or diarrhea.



For the most up-to-date information on COVID-19 symptoms, check the CDC's website.

By coming to campus, an employee is acknowledging that they have completed the self-monitoring requirements earlier that day and confirmed that they do not have signs/ symptoms of COVID-19.

Source: Georgia Department of Public Health

UNIVERSITY OF GEORGIA

UGA Coronavirus (COVID-19) Info & Resources

1.10 How to Prevent SARS-CoV-2 Infection

How to Prevent SARS-CoV-2 Infection

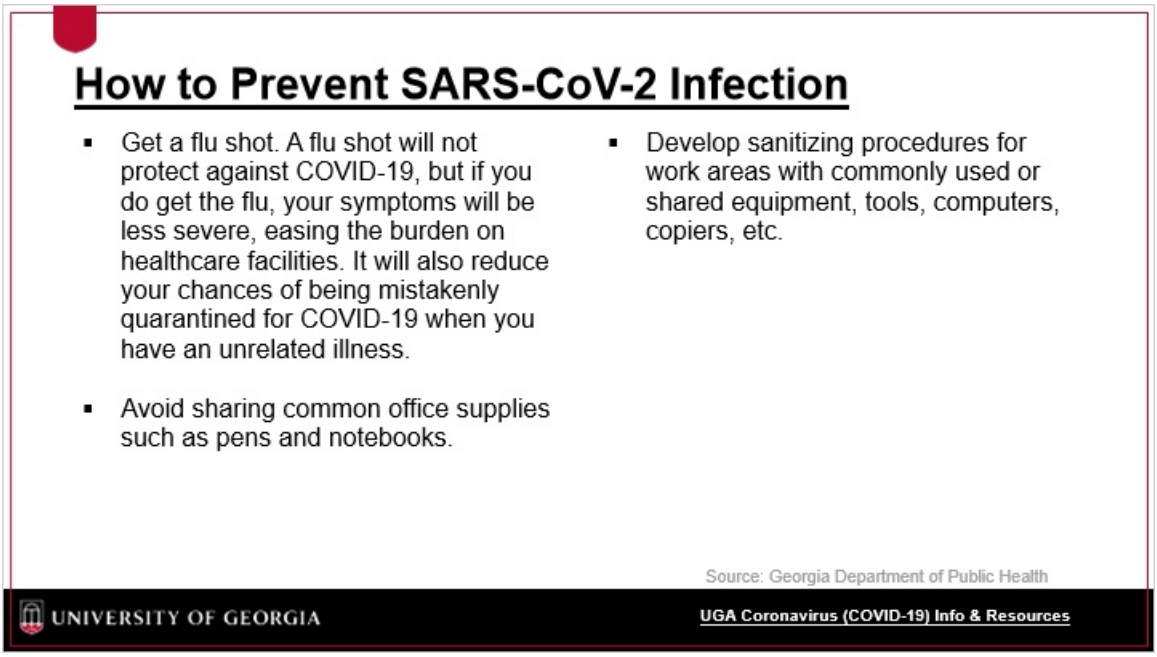
- Wear a cloth face covering while on campus
- Wash your hands often with soap and warm water for at least 20 seconds. Use an alcohol-based hand sanitizer (at least 60% alcohol) if soap and water are not available.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Stay home if you are sick. If you become ill at work, go home immediately.
- Avoid close contact with people who are sick.

Source: Georgia Department of Public Health

UNIVERSITY OF GEORGIA

UGA Coronavirus (COVID-19) Info & Resources

1.11 How to Prevent SARS-CoV-2 Infection



1.12 Proper Handwashing Technique

Video Transcript:

Are you washing your hands **properly**? It's the easiest way to **kill germs** and **prevent sickness**. **First**, wet your hands and apply soap. **Lather** and **rub** your hands together for 20 seconds. Enough time to sing "**Glory, Glory to Ole Georgia**." **Scrub** the backs of your hands. **Between** your fingers and **under** your nails. **Rinse** and **dry** your hands with a clean towel.

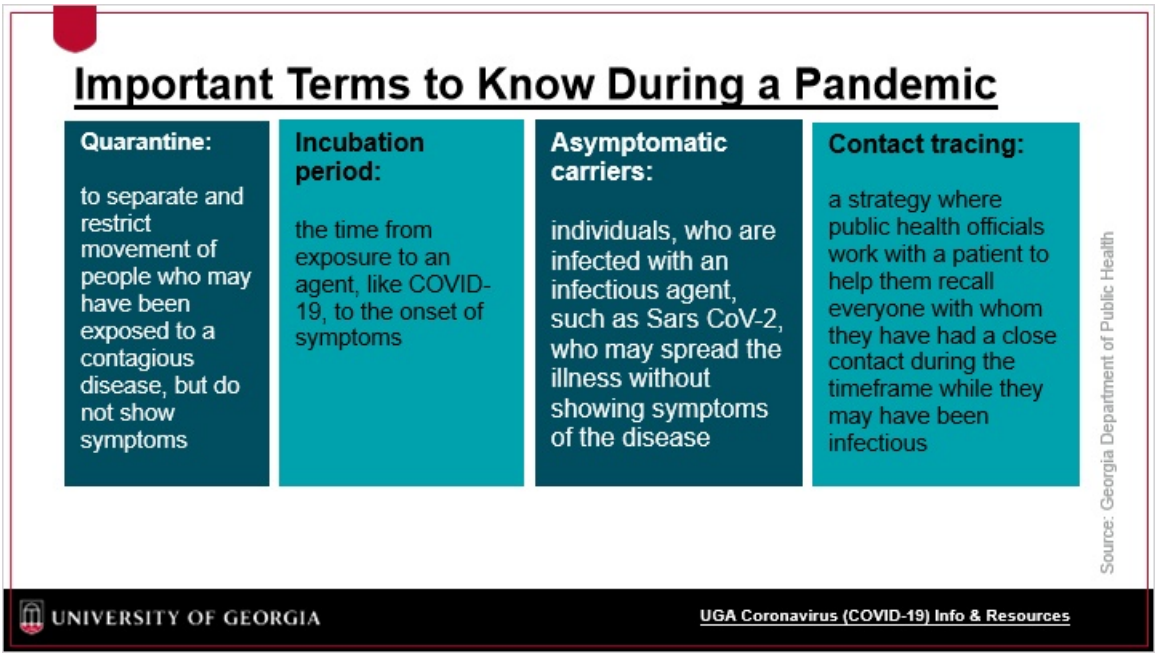
Hand sanitizer is almost as good. Use enough to cover **both hands** front and back. Rub together until hands are dry (about 20 seconds).

And don't forget this little guy. Your phone is harboring all sorts of **germs**. Even a quick wipe with disinfectant helps. Be sure to let it **air dry**.

Stay healthy, Dawgs!!!

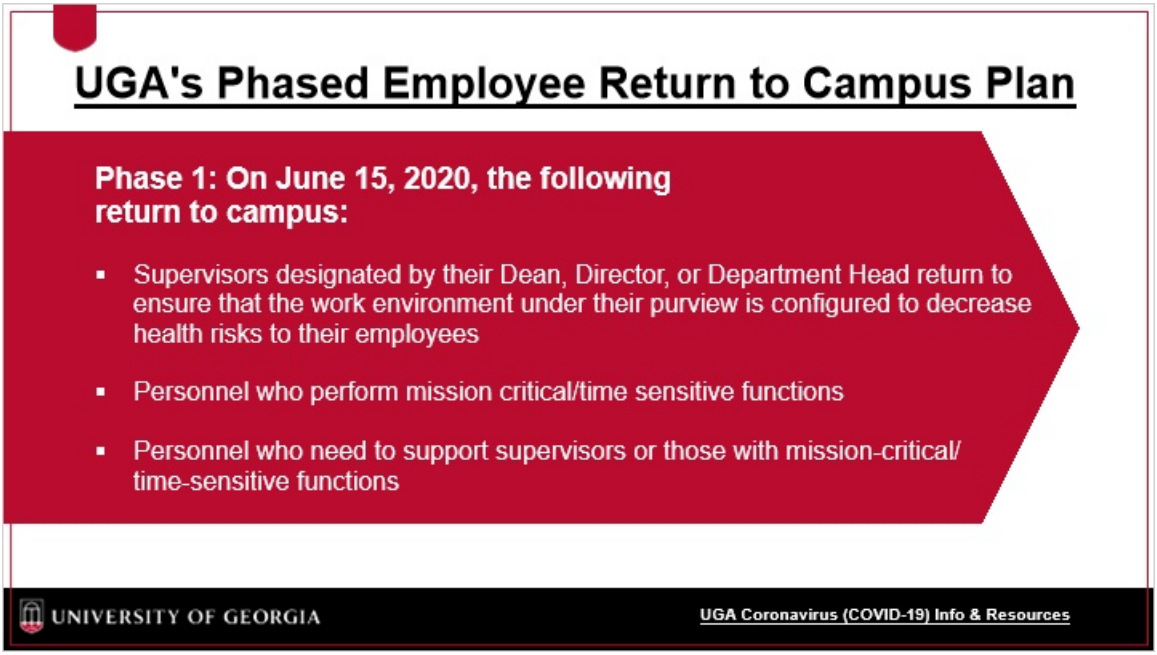
1.13 Important Terms

1.14 Important Terms

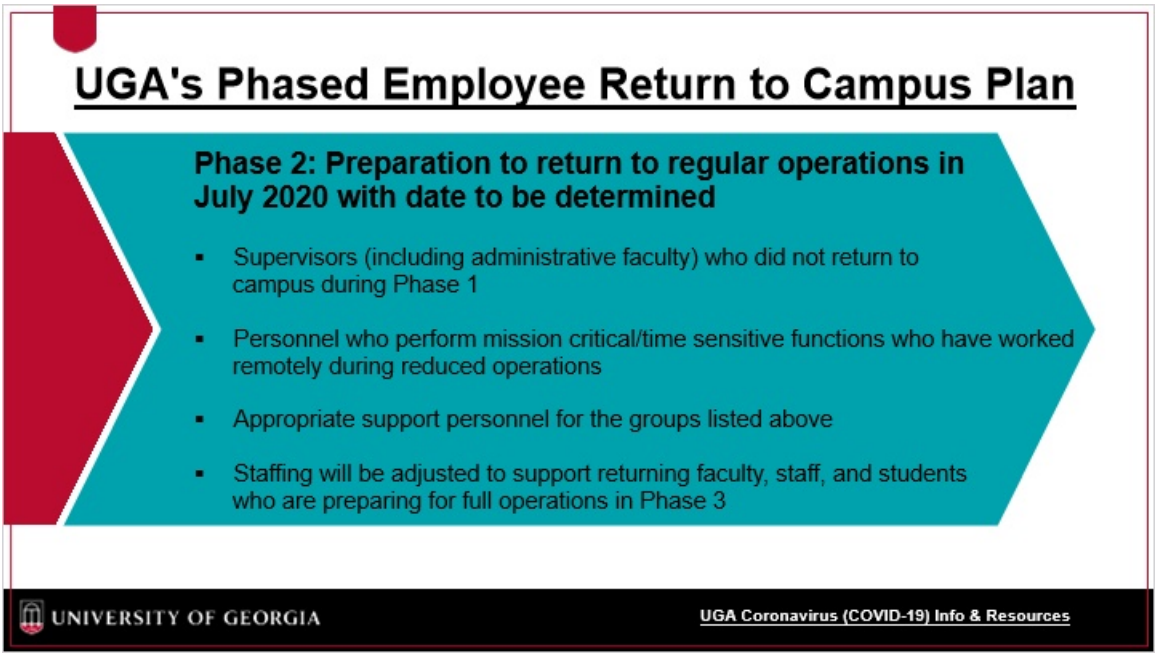


2.0 Planning for Return to Campus

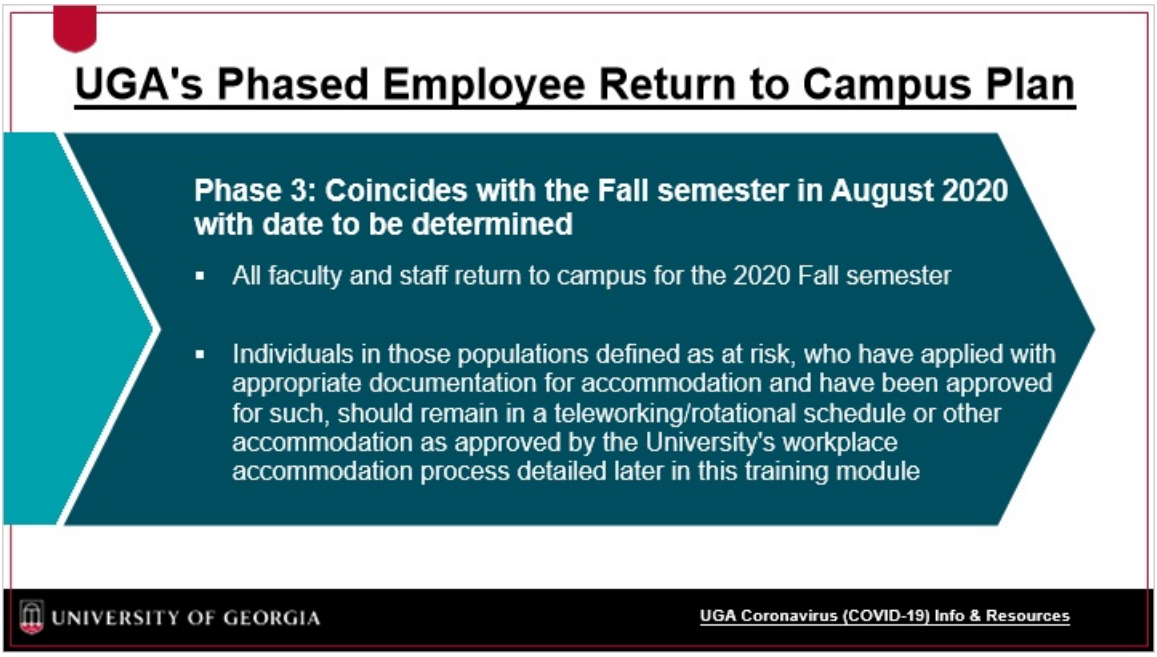
2.1 UGA's Return to Campus Plan: Phase 1



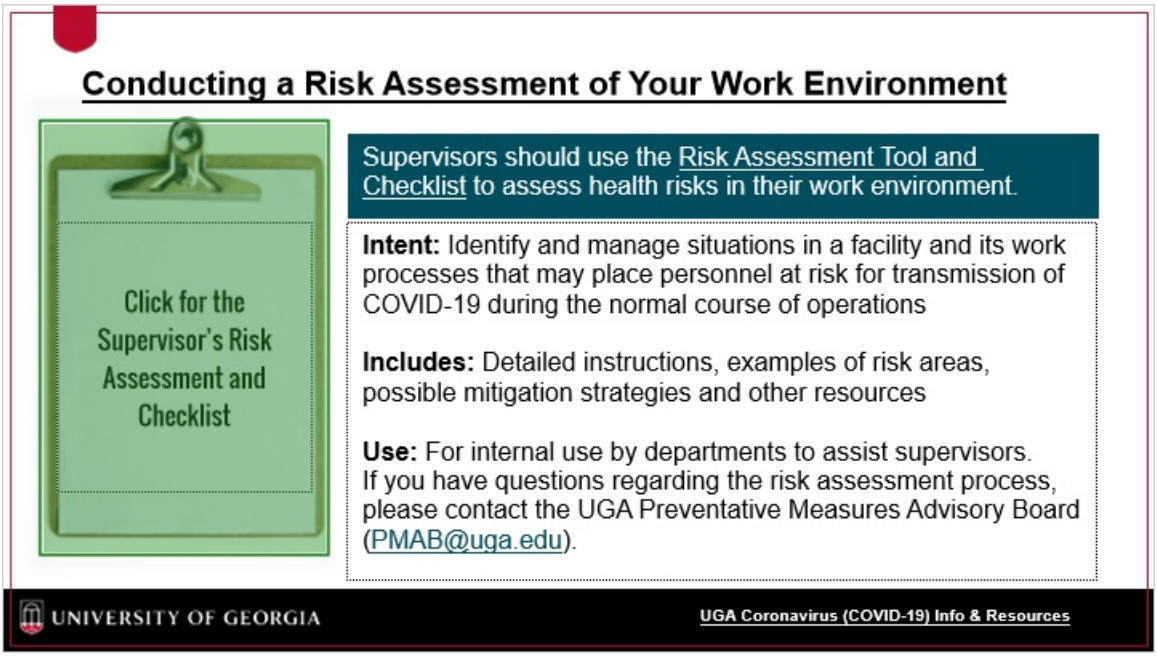
2.2 UGA's Return to Campus Plan: Phase 2



2.3 UGA's Return to Campus Plan: Phase 3



2.4 Conducting a Risk Assessment



2.5 Examples of Social Distancing: Signage

2.6 Examples of Social Distancing: Partitions

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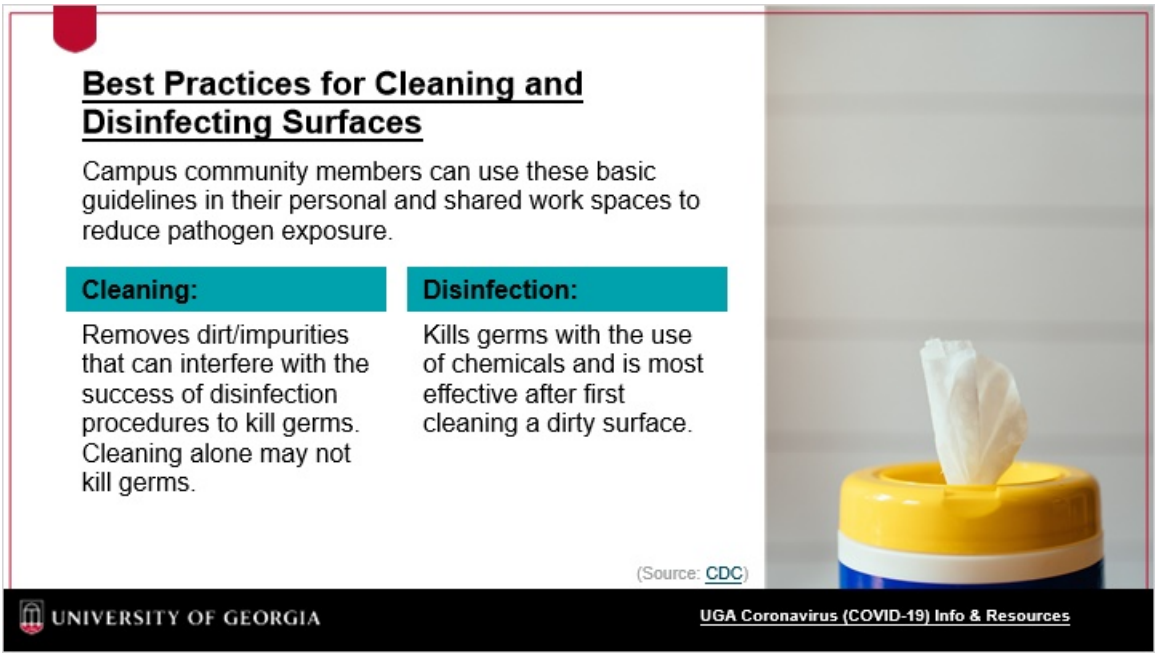
2.9 Best Practices for Cleaning/Disinfecting



2.10 Cleaning/Disinfecting Non-Porous Surfaces

2.11 Cleaning/Disinfecting Porous Surfaces

2.12 Cleaning/Disinfecting Technology Equipment

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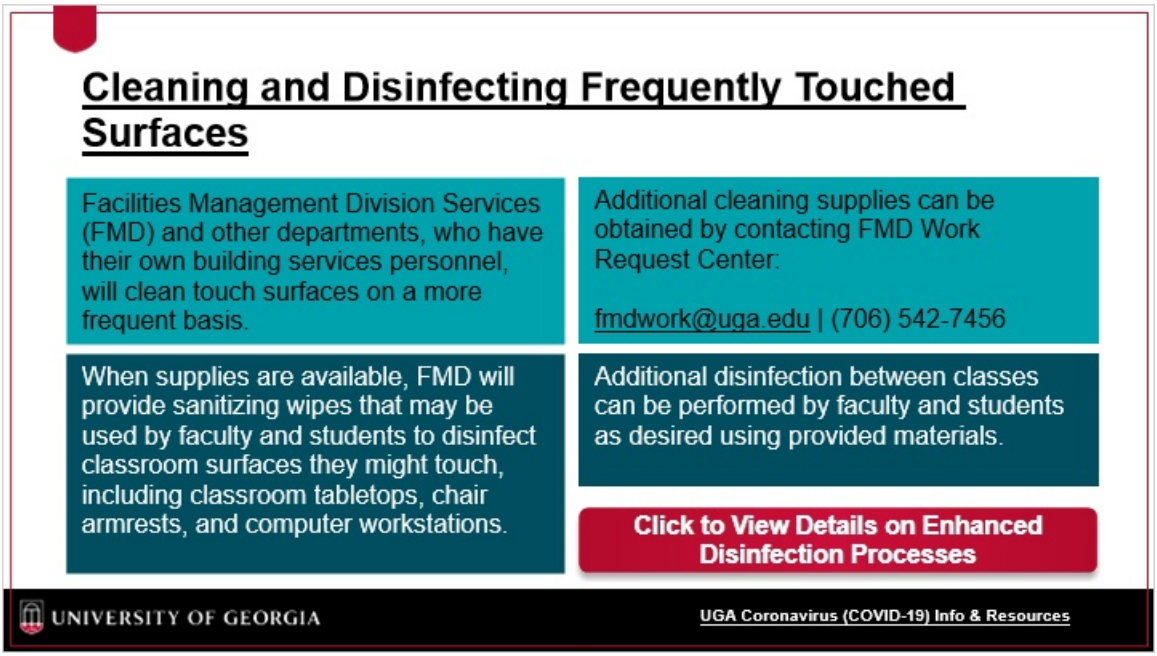
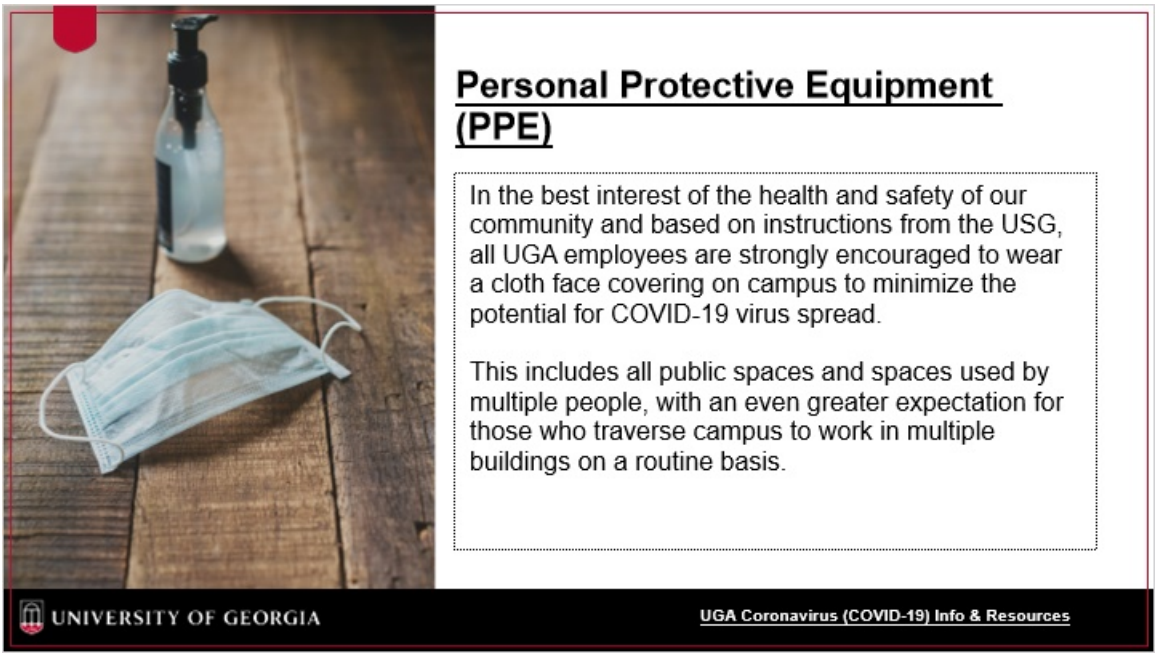
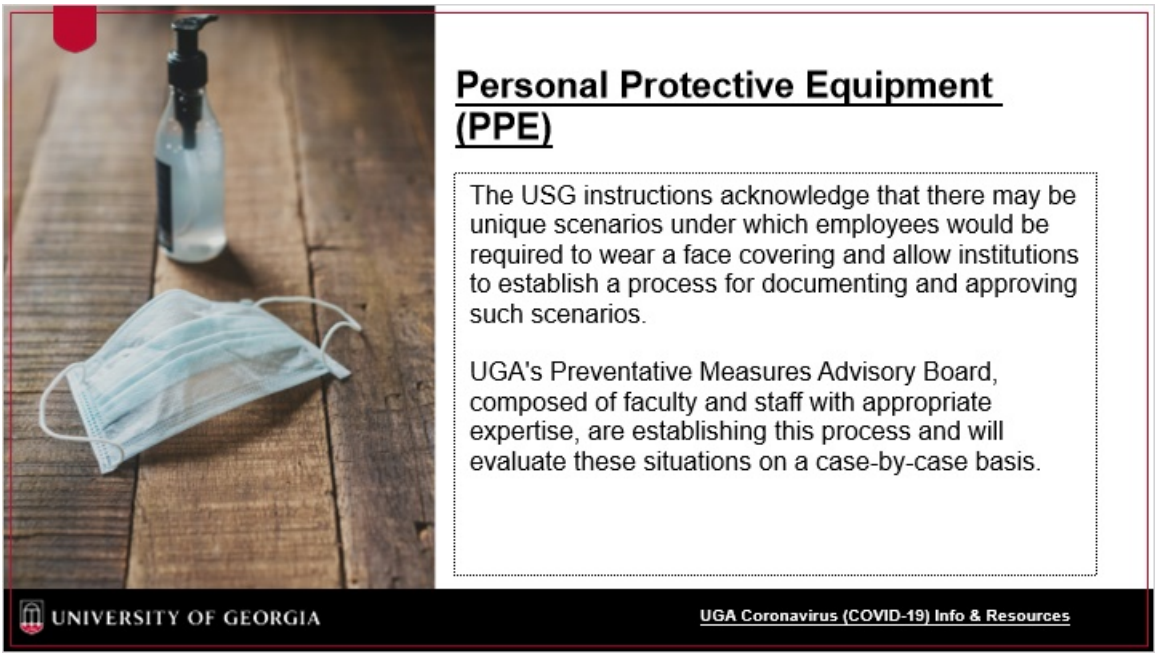


Click for View Details on Enhanced Disinfection Processes

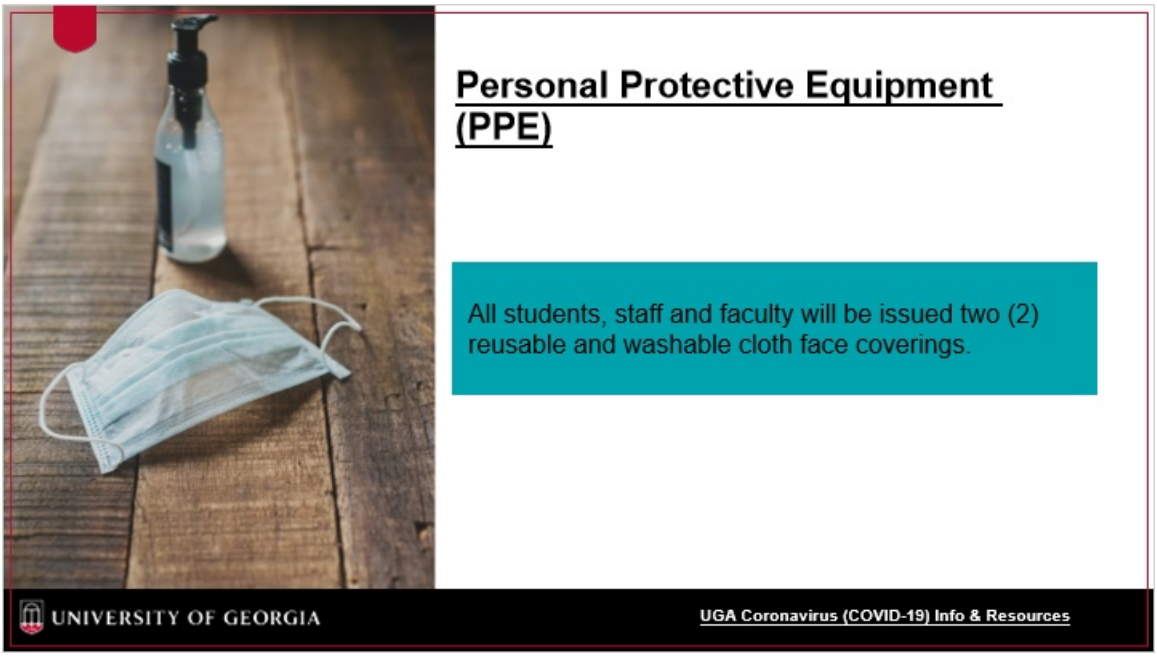
2.14 Personal Protective Equipment (PPE)



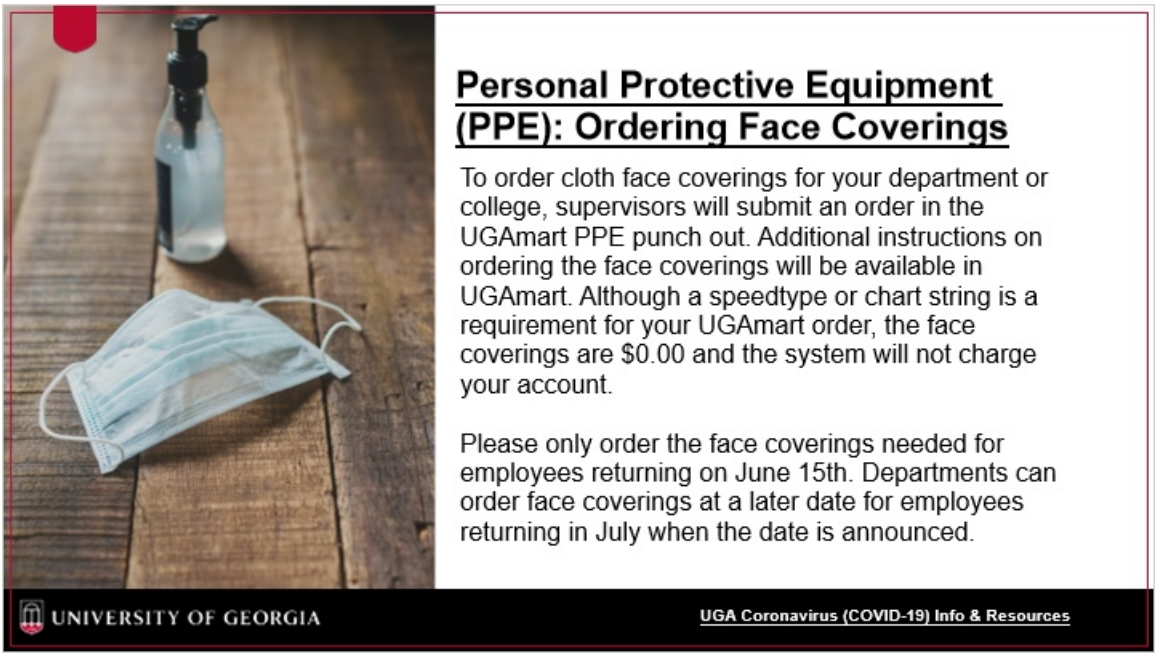
2.15 Personal Protective Equipment (PPE)



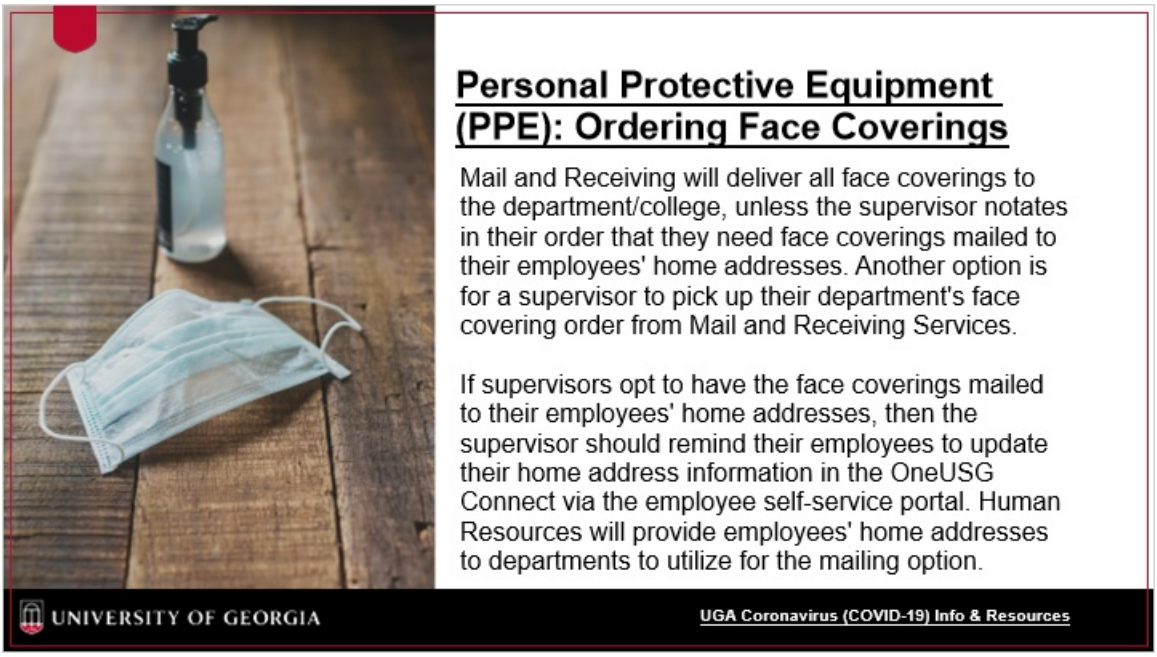
2.16 Personal Protective Equipment (PPE)



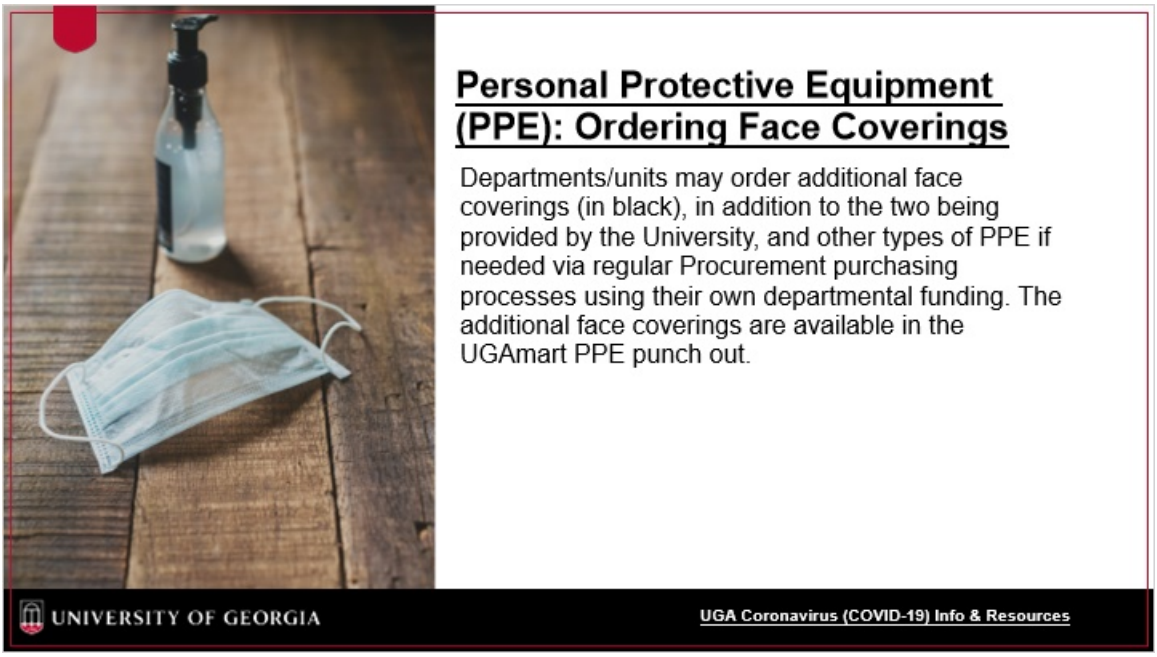
2.17 Personal Protective Equipment (PPE): Ordering Face Coverings



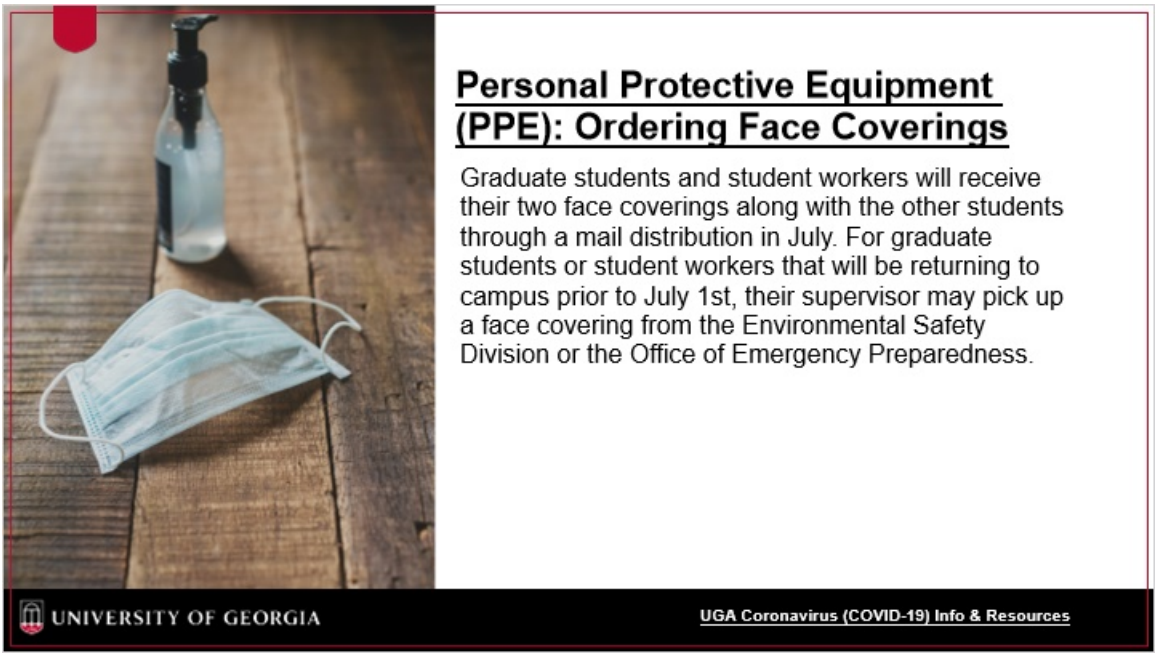
2.18 Personal Protective Equipment (PPE): Ordering Face Coverings



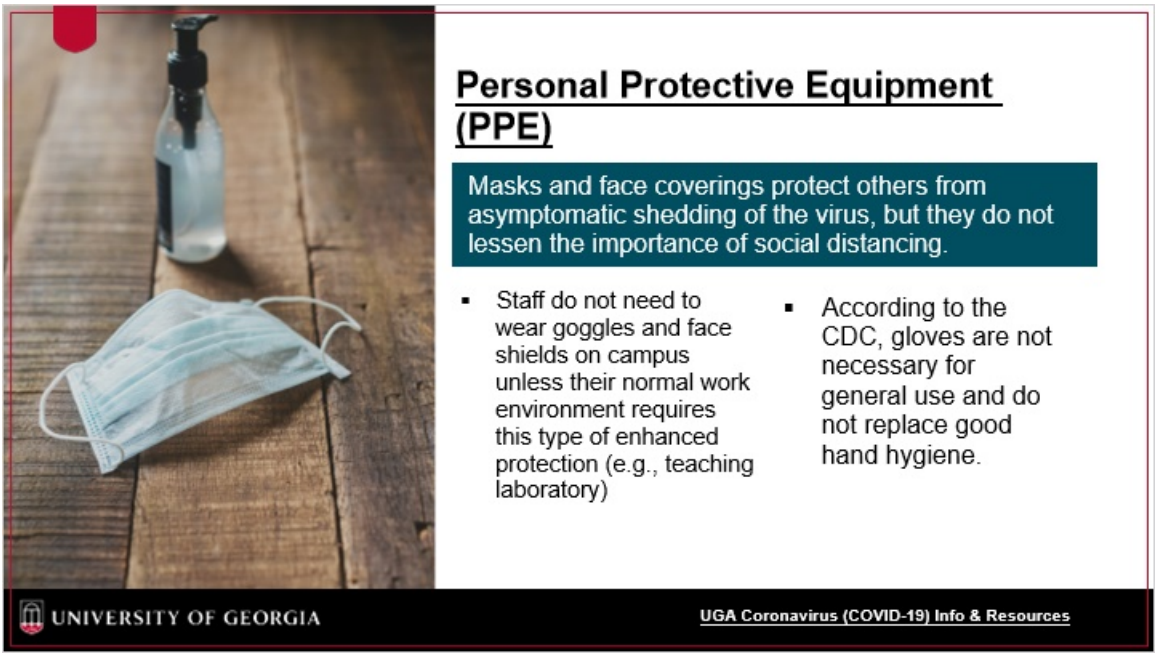
2.19 Personal Protective Equipment (PPE): Ordering Face Coverings



2.20 Personal Protective Equipment (PPE): Ordering Face Coverings

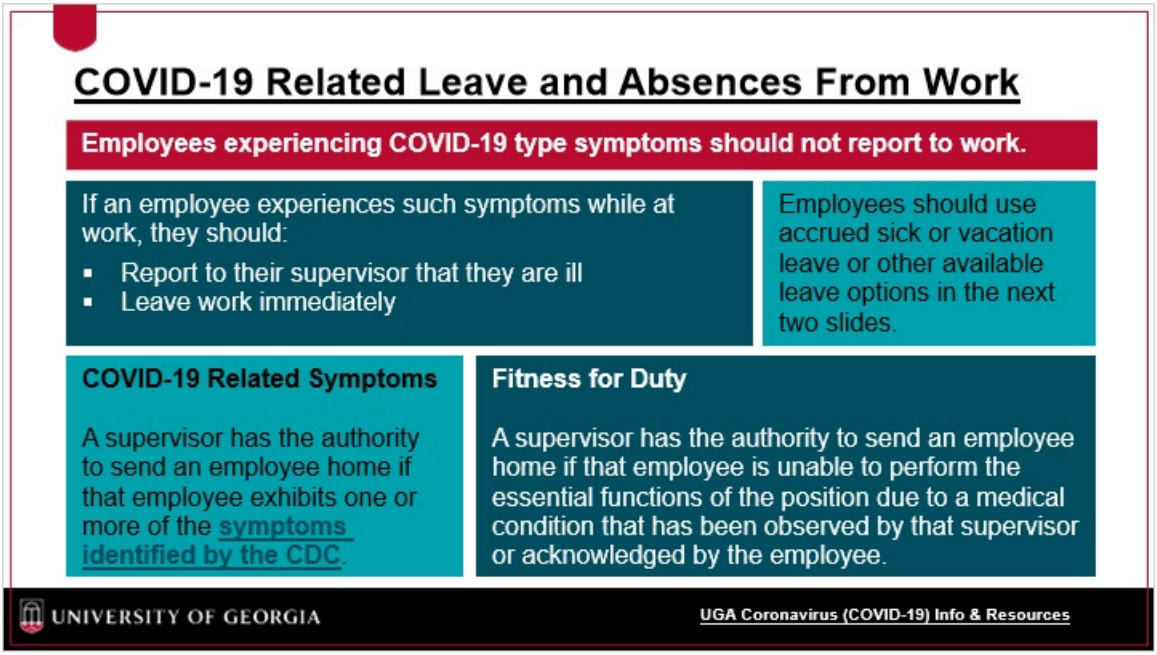


2.21 Personal Protective Equipment (PPE)

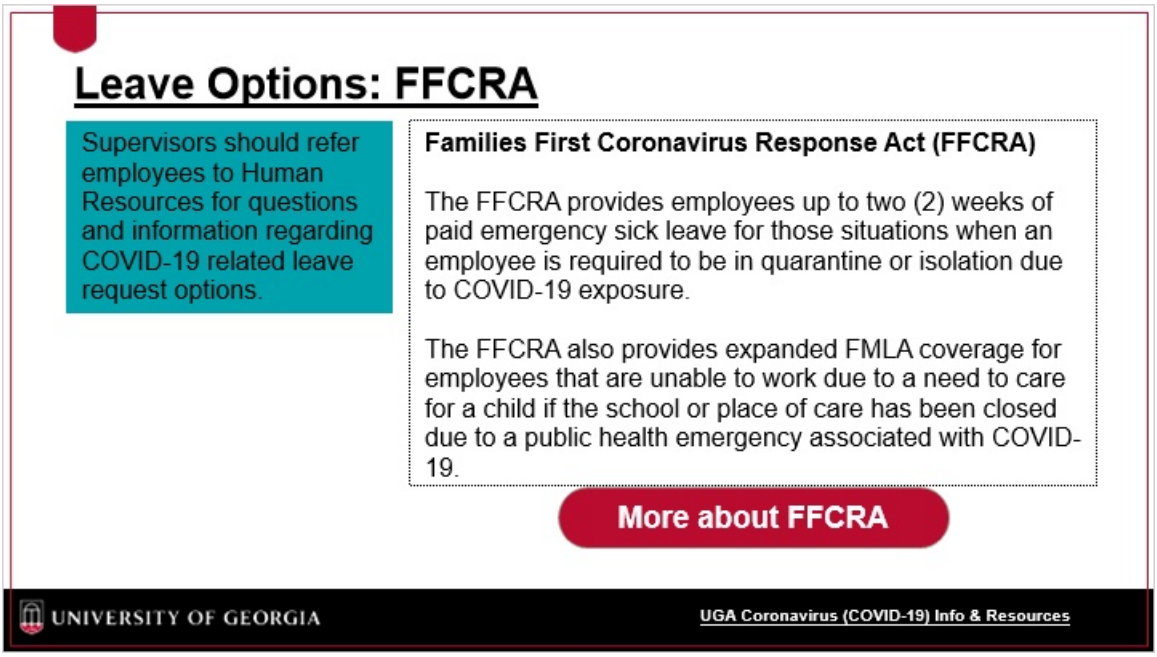


3.0 Managing Employee Leave & Alternative Work Arrangements

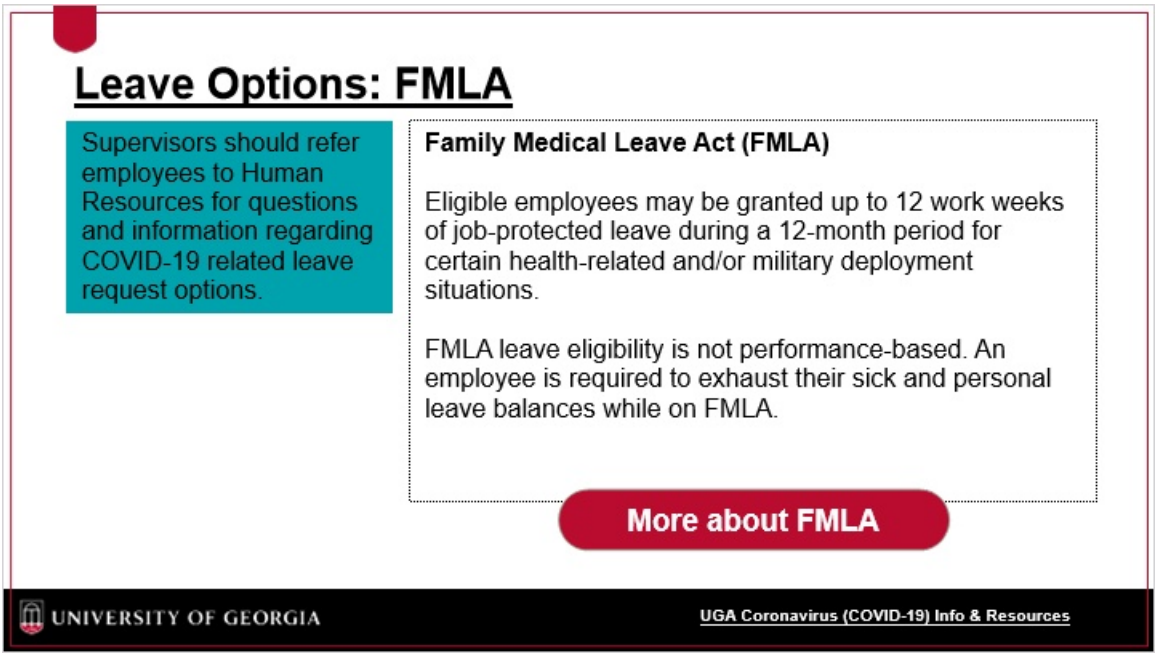
3.1 COVID-19 Related Leave & Absences From Work



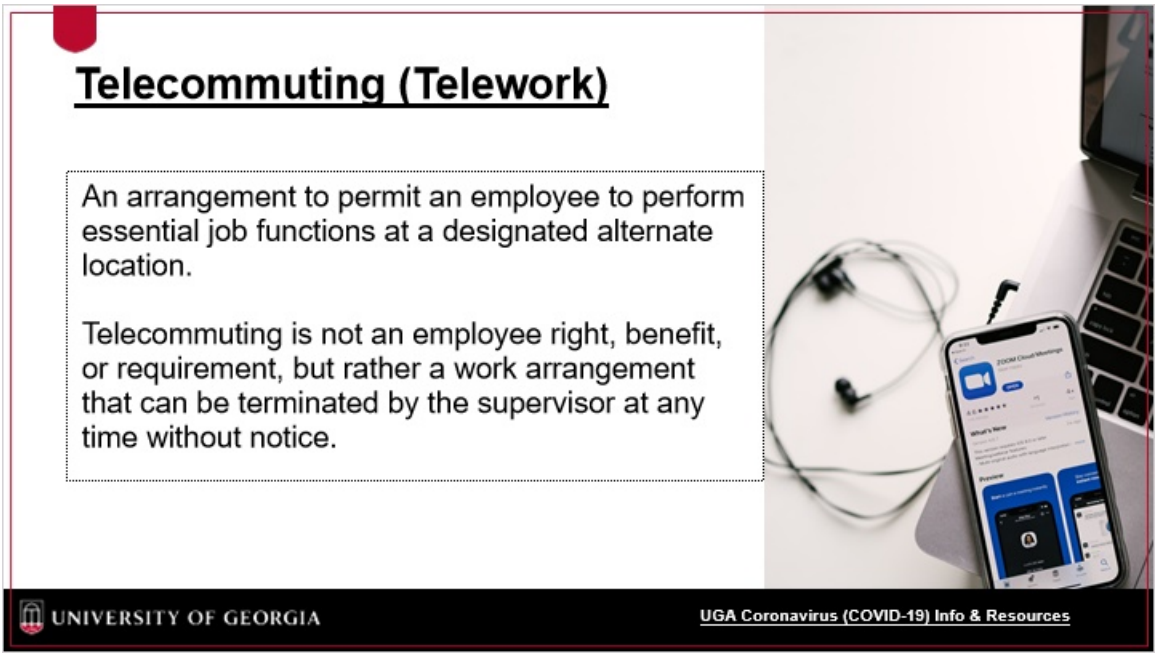
3.2 Leave Options: FFCRA



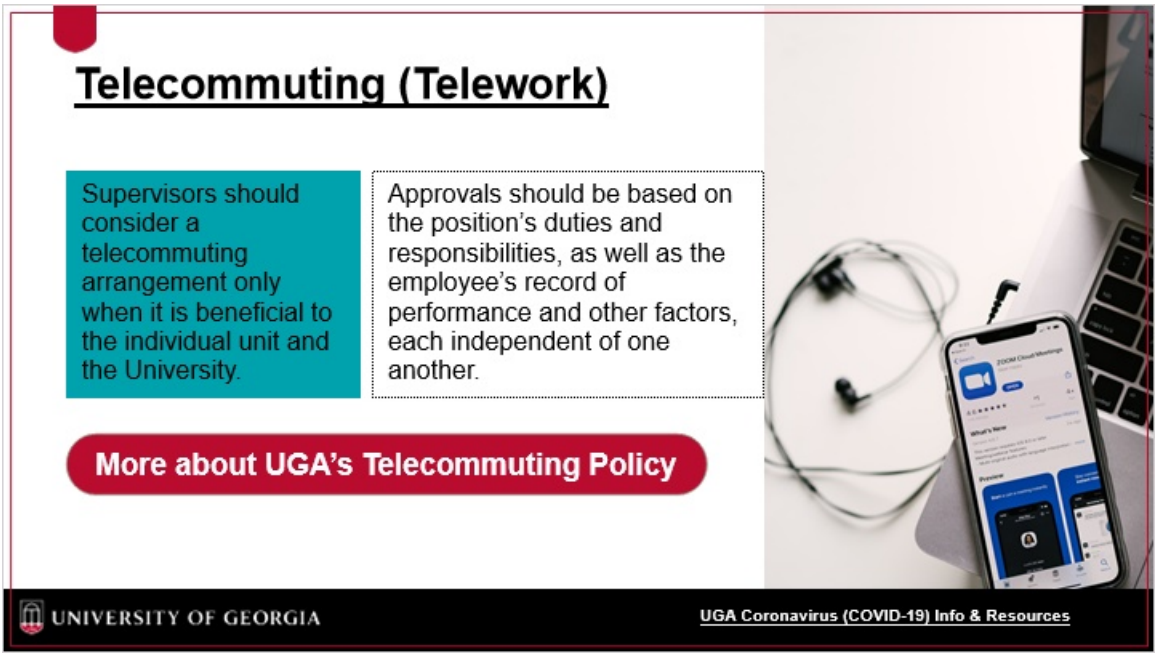
3.3 Leave Options: FMLA



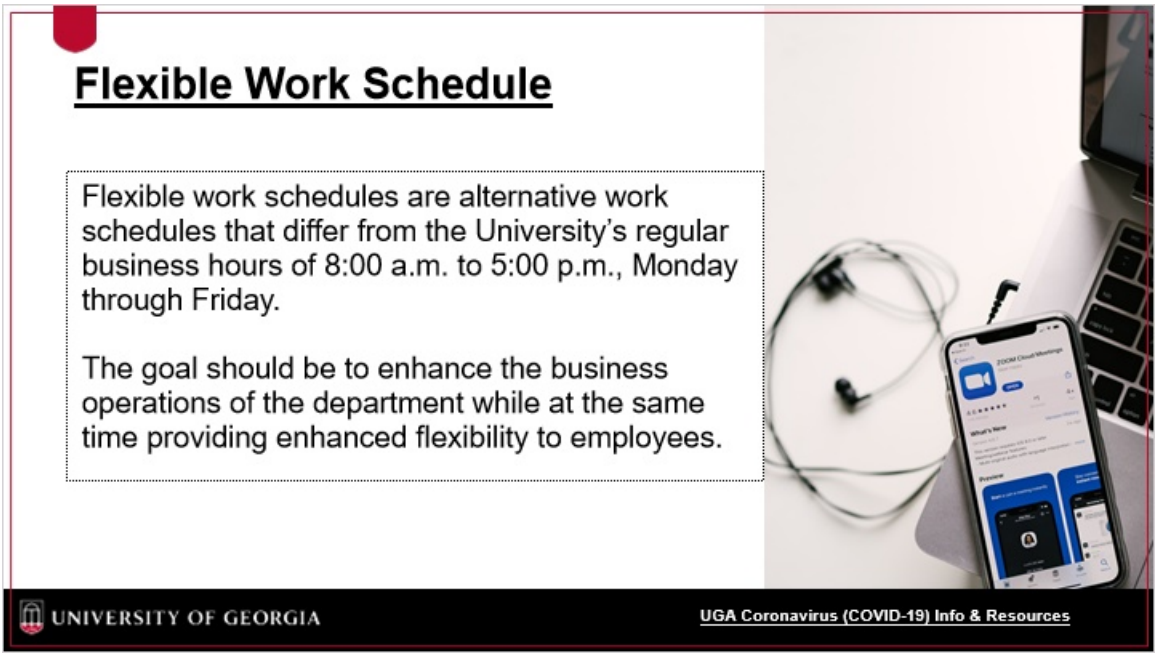
3.4 Telecommuting (Telework)



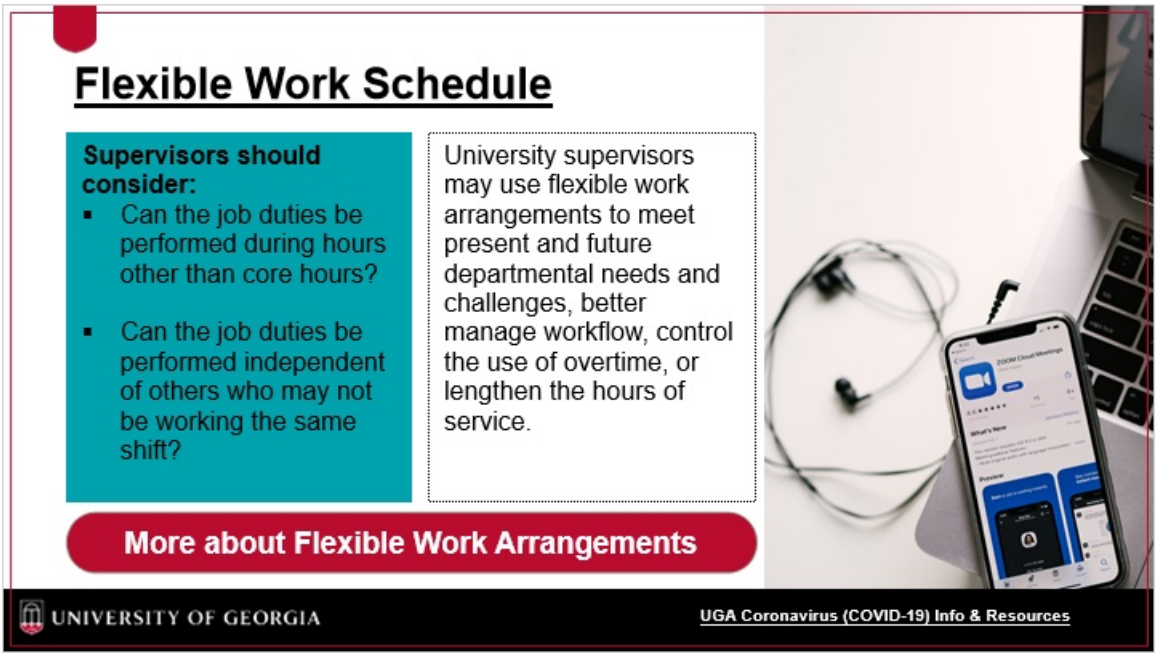
3.5 Telecommuting (Telework)



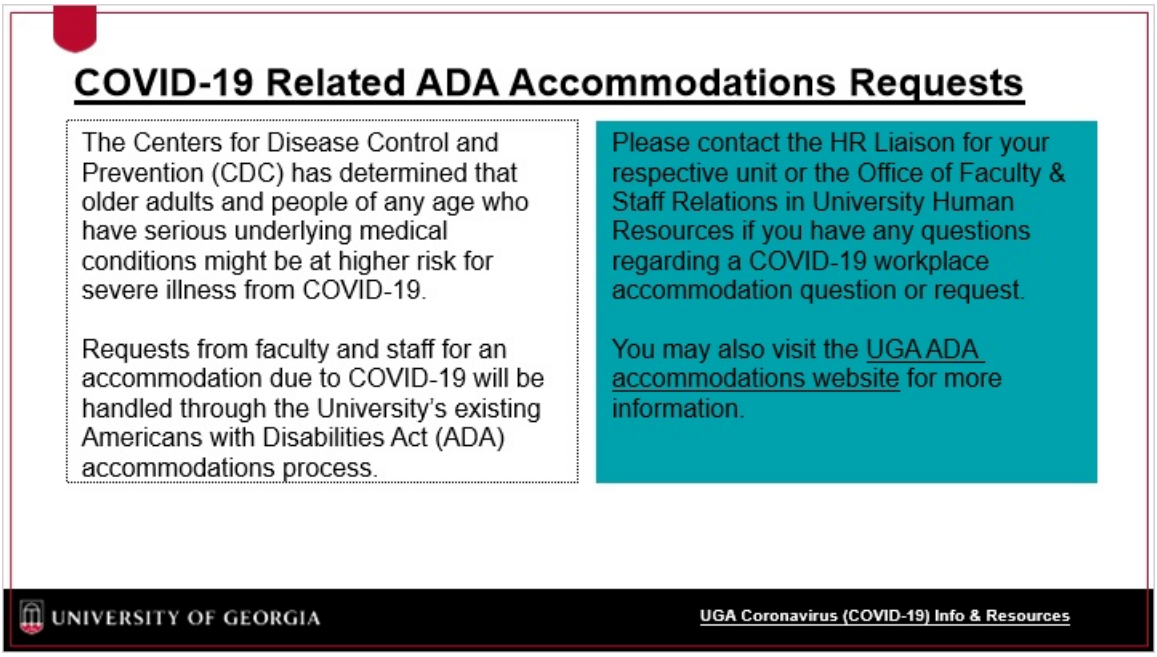
3.6 Flexible Work Schedule



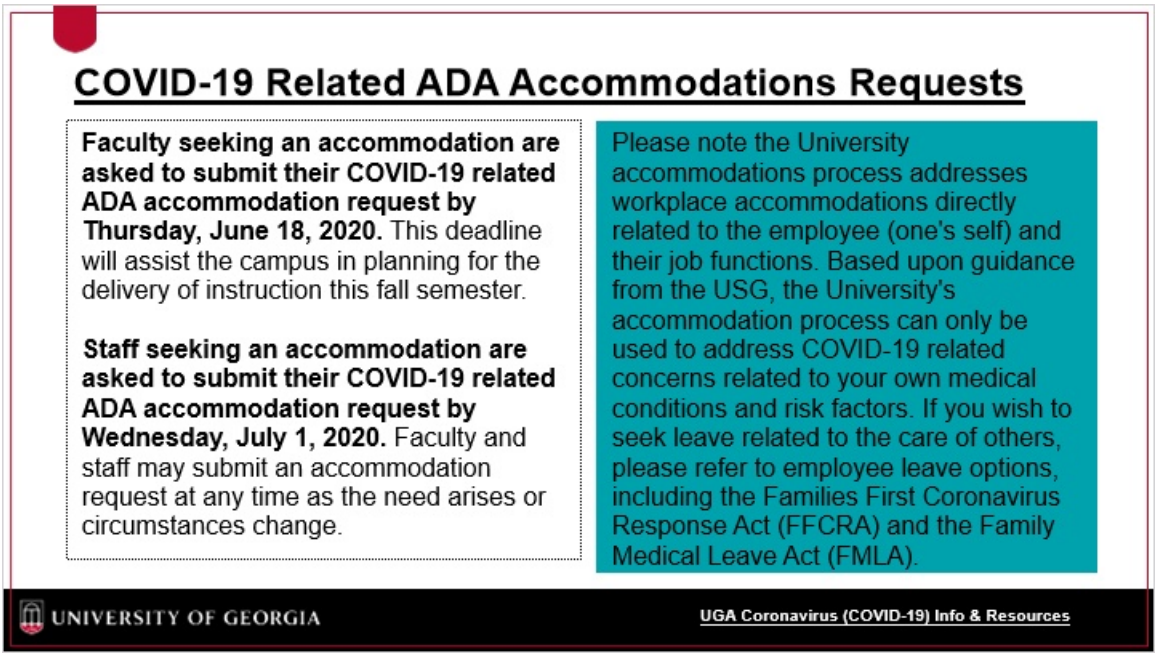
3.7 Flexible Work Schedule



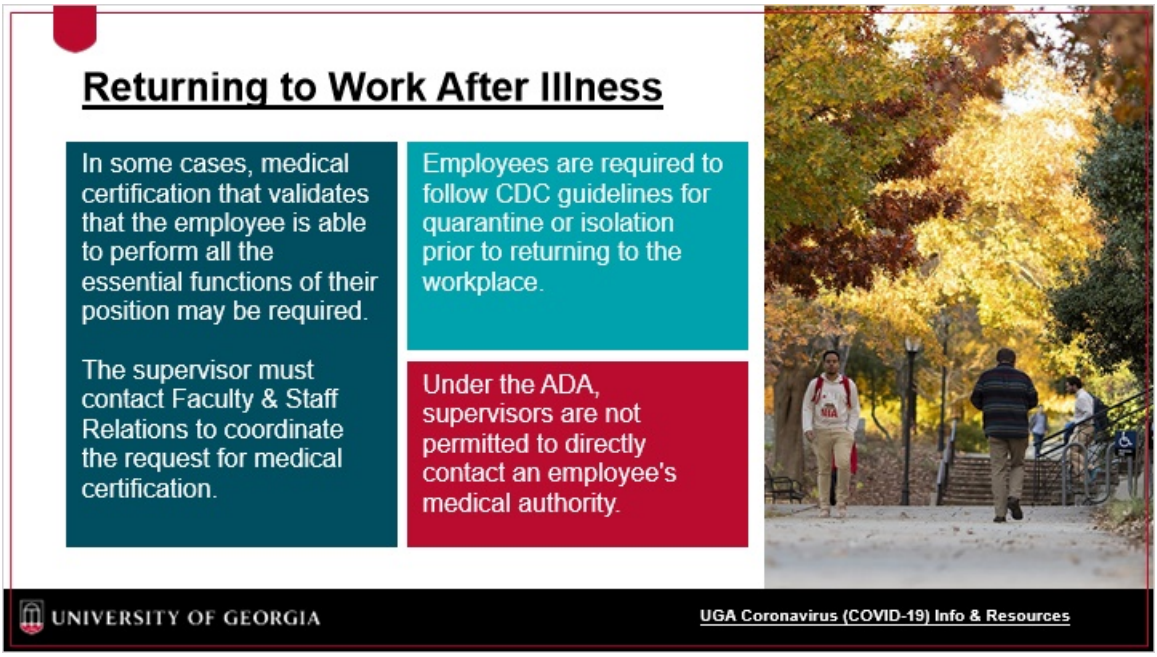
3.8 COVID-19 Related ADA Accommodations Requests



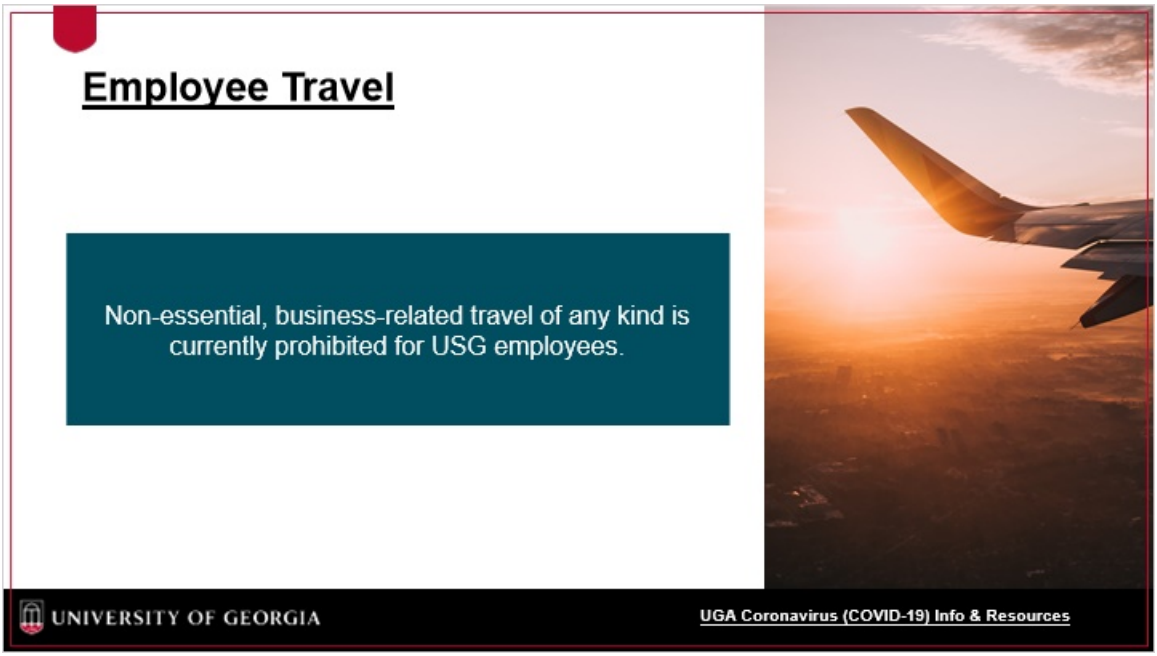
3.9 COVID-19 Related ADA Accommodations Requests



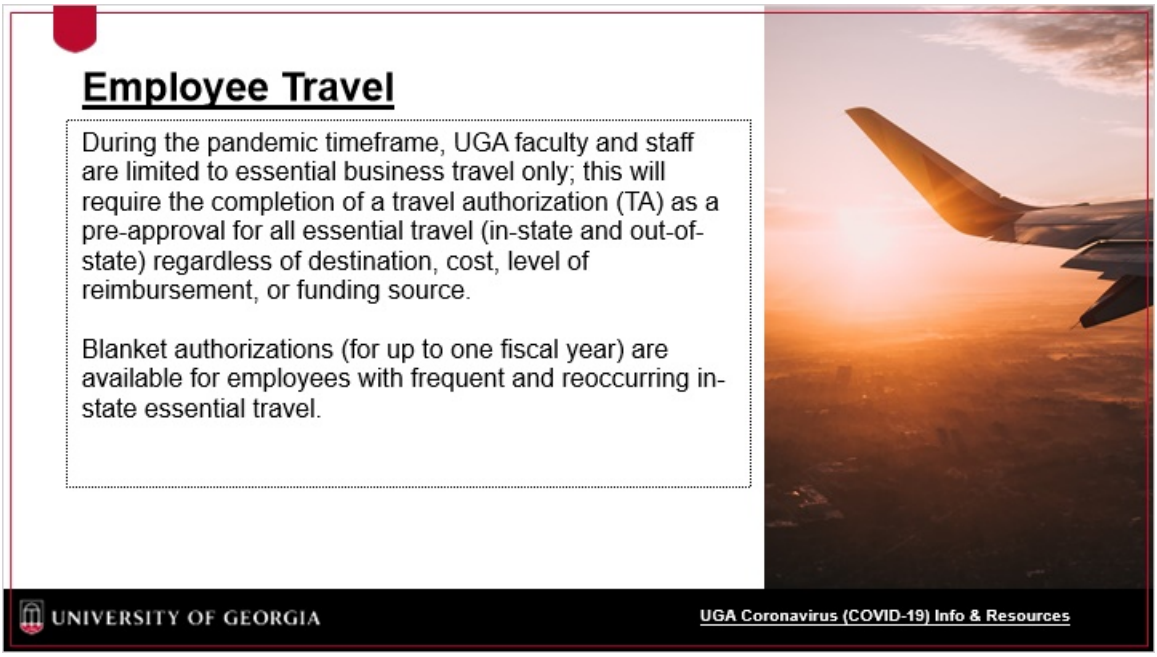
3.10 Returning to Work After Illness



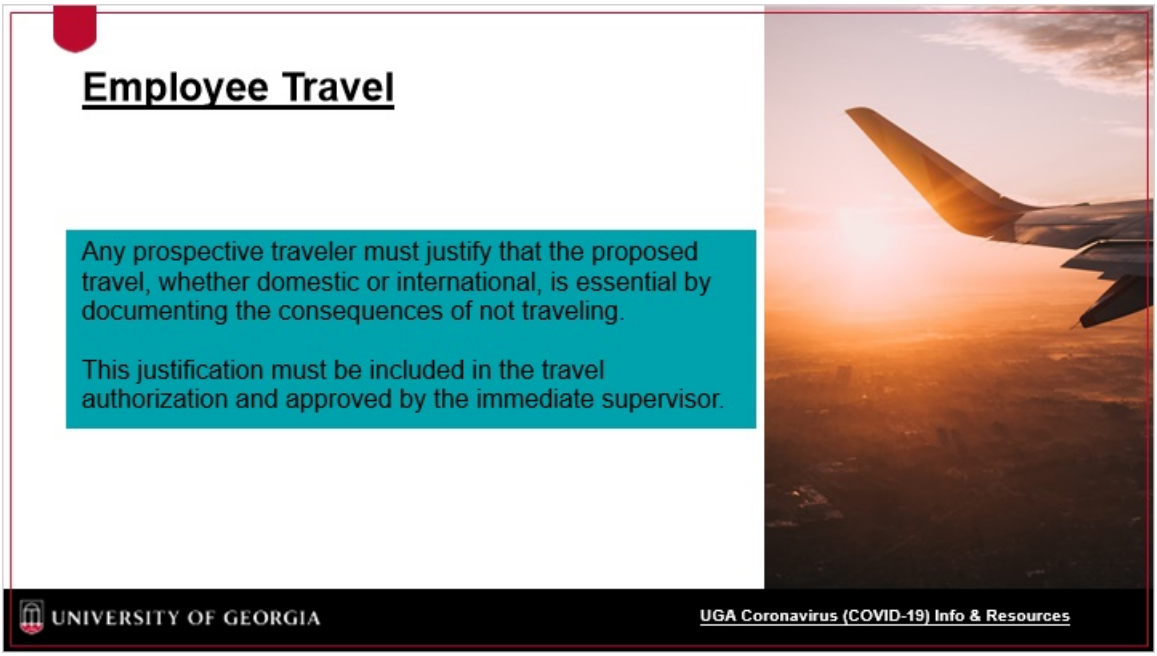
3.11 Employee Travel



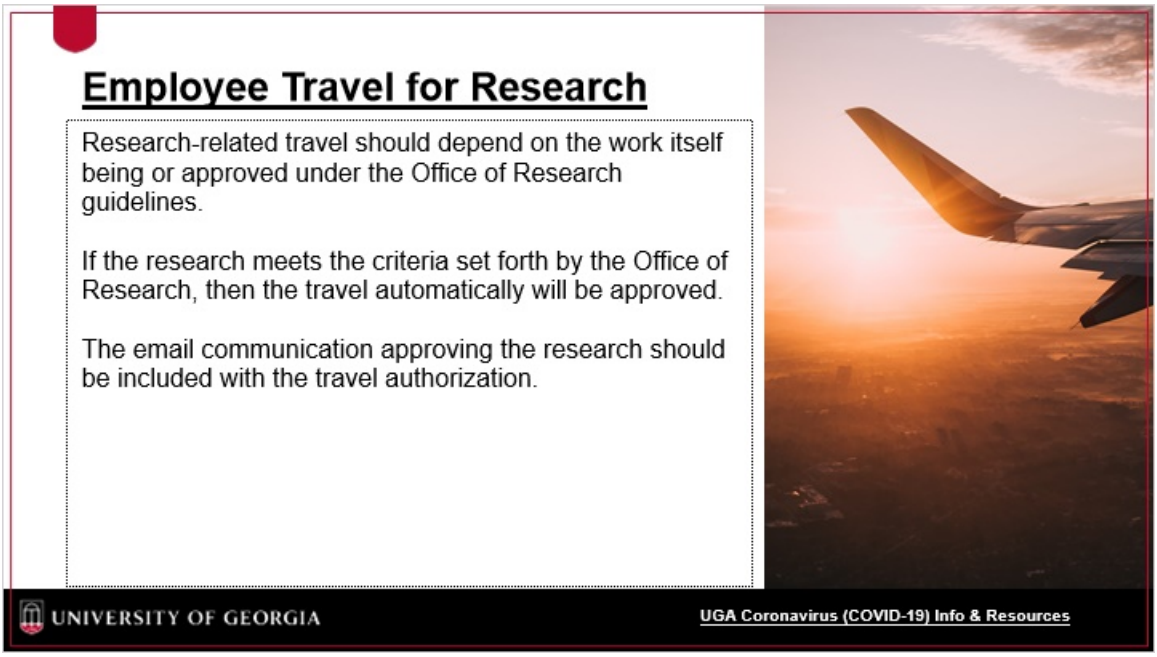
3.12 Employee Travel



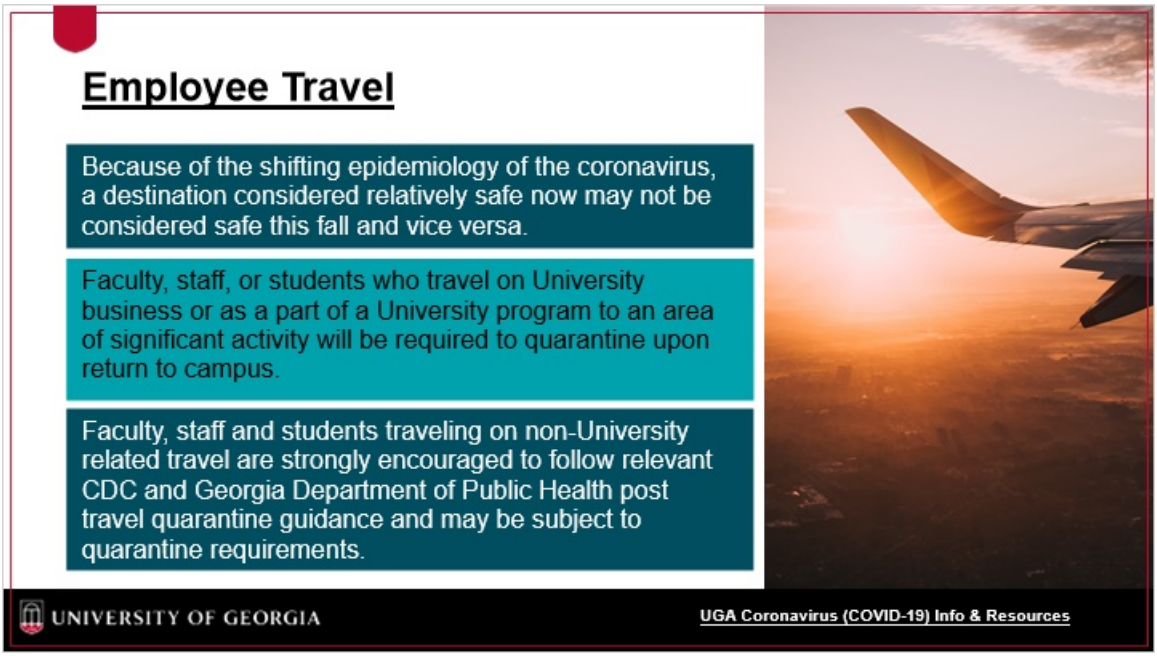
3.13 Employee Travel



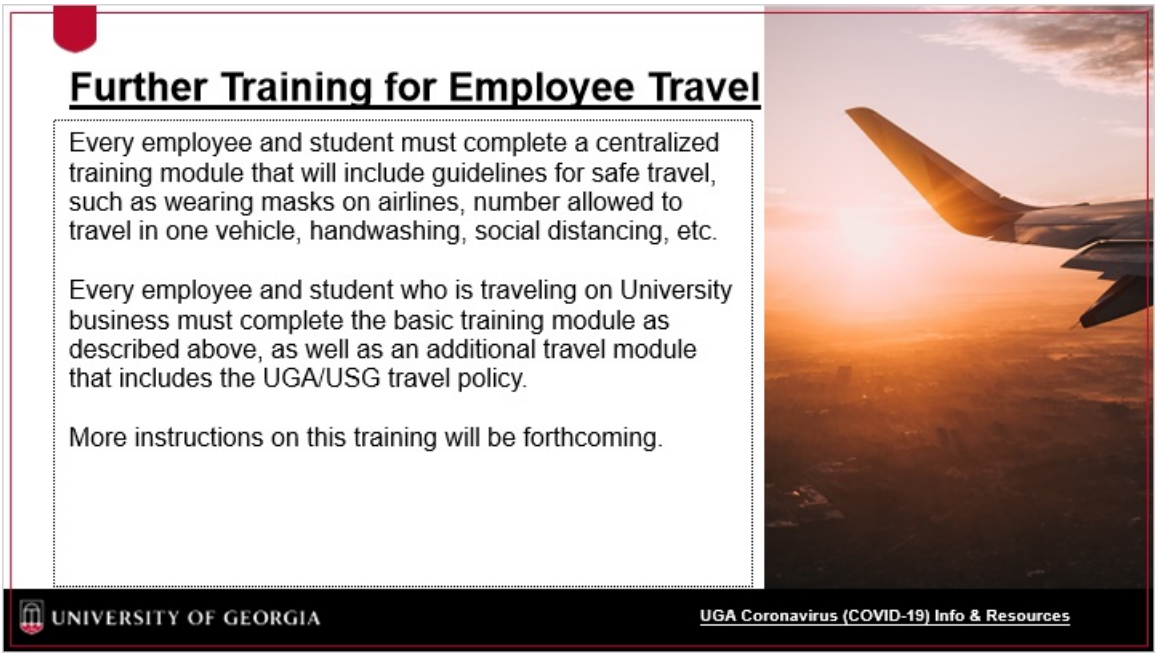
3.14 Employee Travel for Research



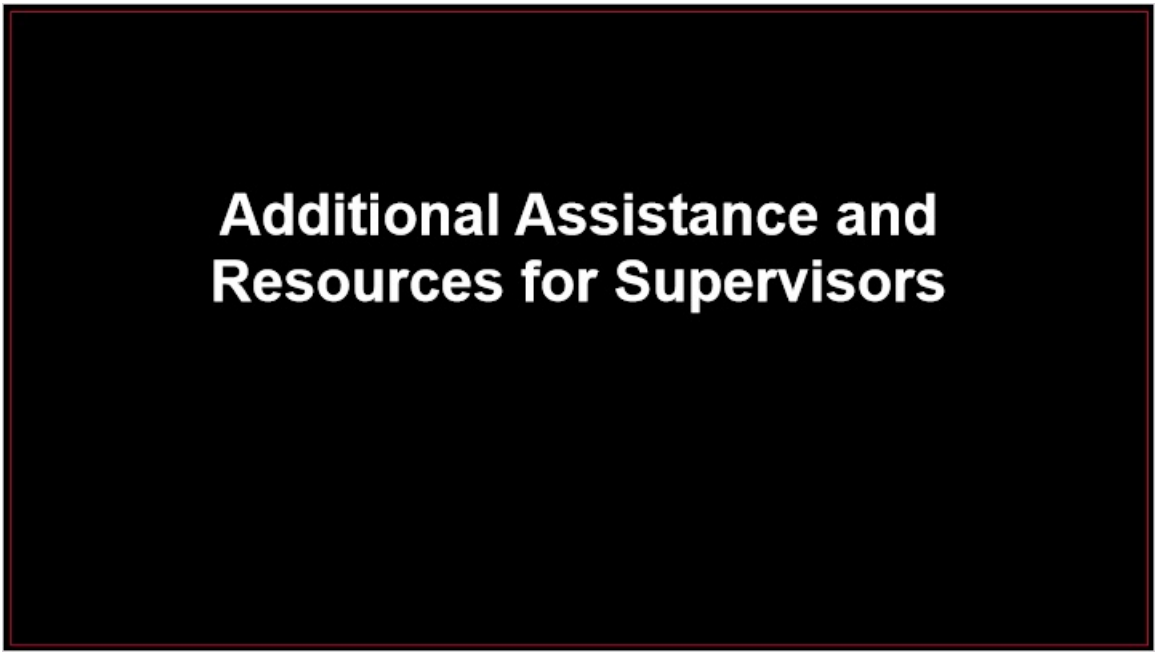
3.15 Employee Travel



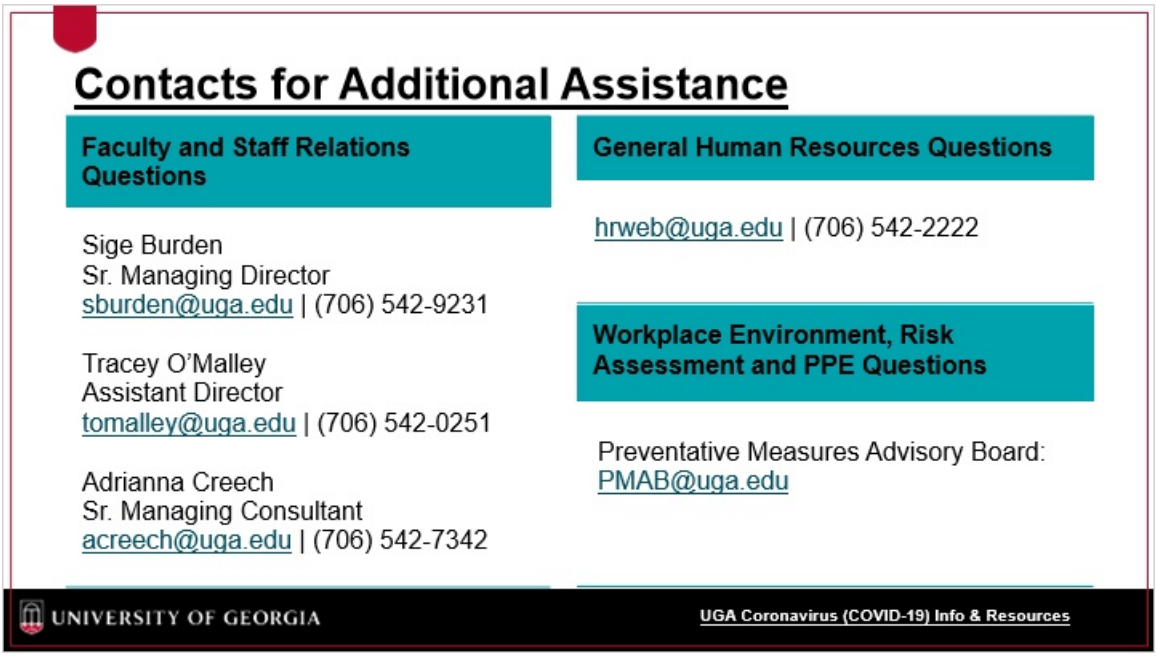
3.16 Further Training for Employee Travel



4.0 Additional Assistance and Resources for Supervisors



4.1 Contacts for Assistance



4.2 Other Resources for Supervisors

UGA Coronavirus Website

UGA COVID-19 Prevention Sign Templates

UGA Human Resources Employee Leave FAQs

UGA Employee Assistance Program

Research Operations at UGA

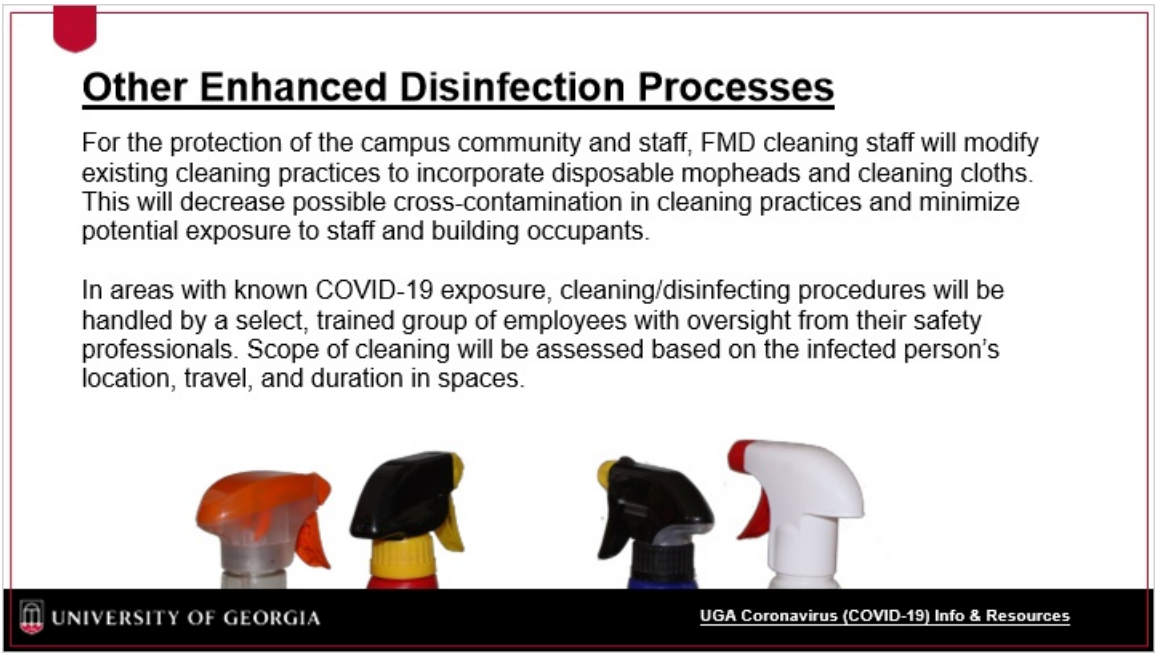
Georgia Department of Public Health

Centers for Disease Control & Prevention

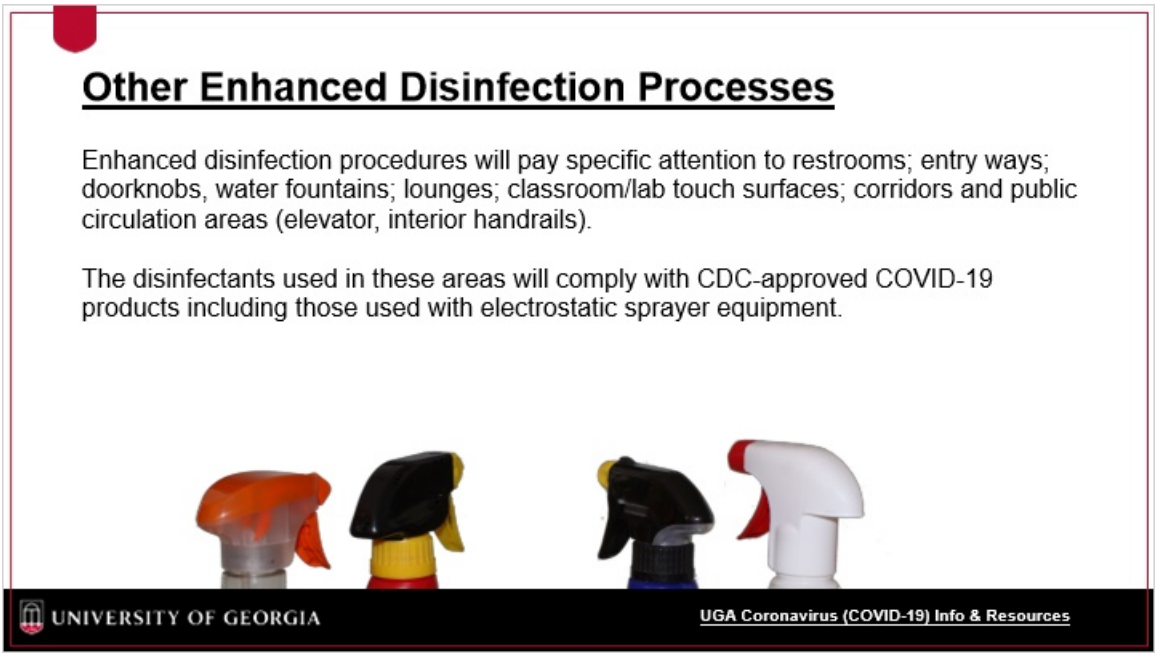
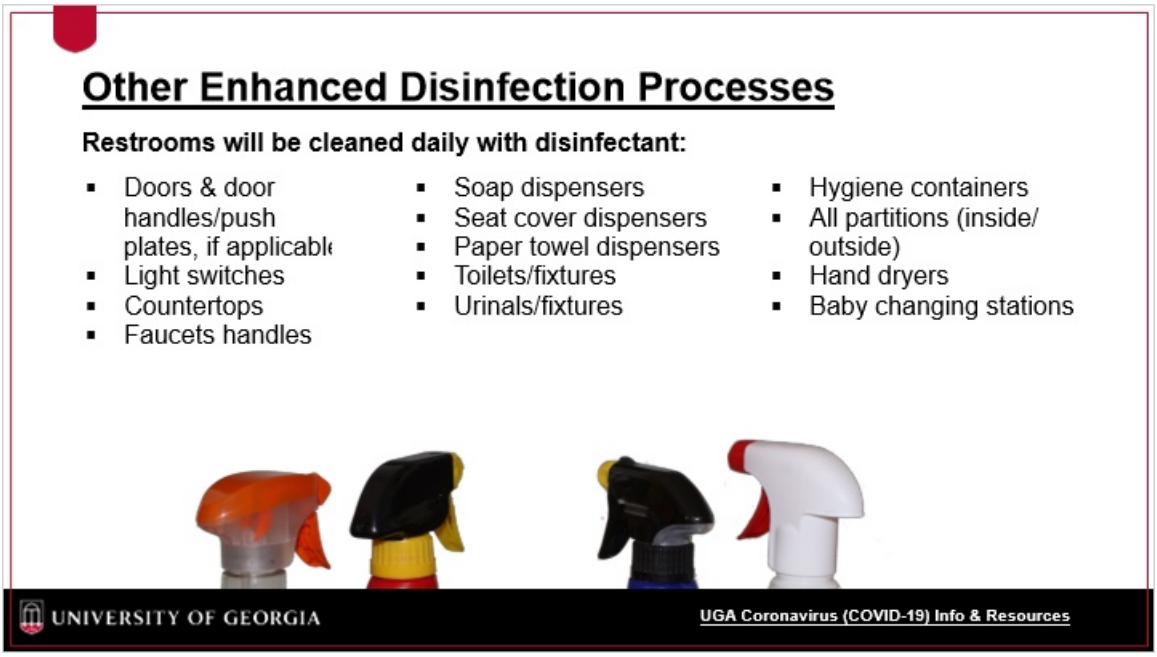
CDC High Risk Conditions

5.0 Appendix: More Disinfection Information

5.1 Other Enhanced Disinfection Processes



5.2 Other Enhanced Disinfection Processes



5.3 Other Enhanced Disinfection Processes