

COVID-19 Risk Self-Assessment for Contractors, Consultants, Vendors, Tenants and Visitors

The following outlines steps and actions to be followed during the current COVID-19 outbreak in and around Grand Valley State University (GVSU) for contractors, consultants, vendors and visitors. This guidance is based on recommendations from the Centers for Disease Control (CDC), Michigan Department of Health and Human Services (MDHHS), Local Health Departments, GVSU Incident Management Team (IMT), and members of the Technical Advisory Group (TAG).

Each individual will be responsible to stay home if demonstrating symptoms of the virus or feeling sick (Fever, Cough, Shortness of breath, Headaches, Aches and Pains, Sore throat, Fatigue, Runny nose). Any individual that attempts to enter the job site with any signs of illness will be removed from the site.

All contractors, consultants, vendors and visitors should monitor their health on a regular basis. Prior to leaving your residence for GVSU Campus, we ask that you self-assess for risk of COVID-19 by completing the attached form. If you answer “Yes” to any question, please stay at home and notify your employer.

If you document your temperature and are able to respond “No” to the self-assessment questions, you must e-mail the form to your GVSU Project Manager prior to arriving on GVSU campus.

In addition, while at work, employees will attempt to reduce exposure of co-workers and the public by following the recommendations below:

- Follow the CDC recommended precautions to reduce the spread of COVID-19 (covering cough/sneeze with tissue or crook of elbow, frequently washing hands for 20 seconds, using >60% alcohol-based hand sanitizer, etc.).
- Maintain social distancing rules (>6 ft) when interacting with co-workers, the GVSU community and public.
- Wear cloth face masks when social distancing is not possible or when in public spaces. (Individuals should be careful not to touch the front of the mask, or eyes, nose, or mouth, when removing their mask. Hands should be washed immediately after removing. Wash cloth masks daily).
- All contractors must follow the Michigan governor’s Executive Order 202-70 for protecting their workers and GVSU students/faculty/staff against the spread of COVID-19.
https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705-527847--,00.html
- Businesses or operations in the construction industry must also:
 1. Designate a site-specific supervisor to monitor and oversee the implementation of COVID-19 control strategies. The supervisor must remain on-site at all times during activities. An on-site worker may be designated to perform the supervisory role.
 2. Conduct a daily entry screening protocol for workers and visitors entering the worksite, including a questionnaire covering symptoms and exposure to people with possible COVID-19, together with, if possible, a temperature screening.
 3. Create dedicated entry point(s) at every worksite, if possible, for daily screening as provided in sub-provision (3) of this subsection, or in the alternative issue stickers or other indicators to workers to show that they received a screening before entering the worksite that day.
 4. Require face shields or masks to be worn when workers cannot consistently maintain six feet of separation from other workers.
 5. Provide instructions for the distribution of personal protective equipment and designate on-site locations for soiled masks.
 6. Encourage or require the use of work gloves, as appropriate, to prevent skin contact with contaminated surfaces.
 7. Identify choke points and high-risk areas where workers must stand near one another (such as hallways, hoists and elevators, break areas, water stations, and buses) and control their access and use (including through physical barriers) so that social distancing is maintained.
 8. Ensure there are sufficient hand-washing or hand-sanitizing stations at the worksite to enable easy access by workers.
 9. Notify contractors (if a subcontractor) or owners (if a contractor) of any confirmed COVID-19 cases among workers at the worksite.
 10. Restrict unnecessary movement between project site.
 11. Create protocols for minimizing personal contact upon delivery of materials to the worksite.
- Avoid grouping closely for any reason including meetings, toolbox talks, meals and breaks. If you have more than 10 employees on your crew, break your crew into smaller groups for any required meetings. Keep your distance at choke points and other high-risk areas where workers are typically grouped together (such as hallways, hoists and elevators, restrooms, break areas or water stations).
- Limit the sharing of tools and equipment to the maximum extent possible, and perform a frequent and thorough cleaning of all tools, equipment and frequently touched surfaces. Each employer will provide their employees with the appropriate cleaning products and PPE necessary for completing these tasks.



COVID-19 Pre-Shift Screening Self-Assessment

BEFORE beginning work on campus: Take your temperature & ask yourself the following:

1. Have you been within 6 feet of someone with COVID-19 symptoms in the past 14 days?
2. Have you recently developed a cough or shortness of breath?
3. Have you recently developed extreme tiredness, especially when combined with any other symptoms?
4. Have you recently experienced a loss of appetite/sense of taste/sense of smell?
5. Have you recently developed new onset of any **TWO** of the following symptoms?
 - a. Fever of 100.4F or 38C or greater
 - b. Extreme tiredness (fatigue)
 - c. Chills or shakes with chills
 - d. Sore throat
 - e. Headache
 - f. Muscle Aches
 - g. Loss of sense of taste and /or smell

If you answer “Yes” to any of the above, please notify your supervisor and return home.

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This sheet will be maintained by the supervisor