COVID-19 In-Home Service Industry Guidelines

SUMMARY OF STATE OF MICHIGAN

EXECUTIVE ORDER 2020-114

INCLUDING CLEANERS, REPAIR PERSONS, AND PAINTERS

Important Note:

The requirements in this presentation are in reference to Michigan's current Executive Order 2020-114 and recommendations from OSHA and the CDC.

The best practice and guidance information provided in this presentation, follows information and guidance provided through the CDC and OSHA, **as of June 8, 2020**

Employers should continue to review CDC and OSHA websites, to ensure their workplace policies and procedures are based on the most up-to-date information available.

General Workplace Requirements – Overview

All Businesses with In-Person Operations must:

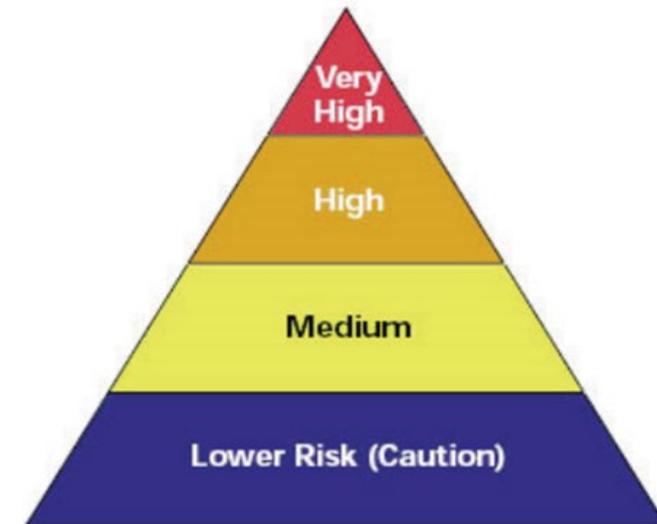| Develop COVID-19 Preparedness & Response Plan	Designate COVID-19 site supervisor	Provide Employee COVID-19 Training	Conduct Daily Entry Self-Screening Protocol
Maintain 6ft Social Distancing	Provide Non-Medical Face Coverings & Consider Use of Face Shields	Update Cleaning & Disinfection Protocols	Develop Response & Notification Plan for confirmed cases
Restrict non-essential business travel	Encourage use of PPE & Hand Sanitizer	Promote Remote Work	Adopt additional controls as necessary

General Workplace Requirements

❑ Develop COVID-19 Preparedness & Response Plan

▪ Use OSHA Guidance to Develop a COVID-19 Preparedness & Response Plan

▪ Assess level of exposure risk for worksite – assess individual tasks

▪ Consider where, how and what sources of SARS-CoV-2 might be in the workplace

▪ Consider non-occupational risk factors at home & within the community

▪ Keep current with federal, state & local guidance

▪ Implement basic infection control measures

▪ Develop policies/procedures to identify and isolate sick individuals

▪ Implement workplace controls – use hierarchy of controls

❑ MIOSHA Sample Preparedness & Response Plan for Low & Medium Risk Employees

Occupational Risk Pyramid for COVID-19

- Very High
- High
- Medium
- Lower Risk (Caution)

General Workplace Requirements

❑ Designate one or more worksite supervisor to implement, monitor & report on COVID-19 Preparedness & Response Plan
- Worksite supervisor must remain on-site at all times when employees are present
- May be an employee designated & trained in this role

❑ Develop Daily Entry Self-Screening Protocol For Employees & Contractors
- At a minimum must include questionnaire

❑ Maintain 6ft Social Distancing
- Ground Markings
- Signs
- Physical Barriers

❑ Promote Remote Work

❑ Restrict Non-essential Business Travel

❑ Encourage use of PPE & hand sanitizer on public transportation

General Workplace Requirements

❑ Cleaning & Disinfection Protocols

- Increase facility cleaning & disinfection – focus on high touch areas & shared equipment
- Make cleaning supplies available to employees upon entry AND at the worksite
- Provide time for employees to wash hands frequently or use hand sanitizer
- Develop cleaning & disinfection protocol for facility in the event of a positive COVID-19 case

❑ Develop Response & Notification Plan for Confirmed Cases of COVID-19

- Notify local public health department AND any co-workers, contractors, or suppliers that may have come in contact with the person with a confirmed case of COVID-19 within 24-hours
- Establish protocols for temporary closure of all or part of the worksite for deep cleaning
- Include protocols for sending affected employees home

❑ Allow employees with a confirmed or suspected case of COVID-19 to return to work only after they are no longer infectious

- Use the most current guidelines from the CDC for this determination – CDC Discontinuation of Isolation

General Workplace Requirements
Face Coverings
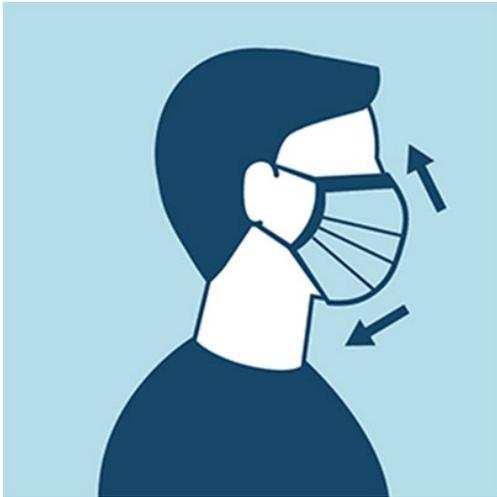
❑Provide Non-Medical Face Coverings to Employees

▪Require masks to be worn when a distance of 6ft cannot be maintained

▪Consider use of face shields when a distance of 3ft cannot be maintained

▪Train on proper wear, use, & maintenance of face coverings

▪Train on protection provided by face coverings

▪Cloth face coverings are not N95 respirators or surgical masks
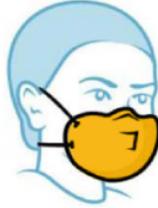
Face Coverings vs Respirators

COVID-19
FACEMASKS VS. RESPIRATORS

MICHIGAN DEPARTMENT OF
LABOR & ECONOMIC
OPPORTUNITY

MIOSHA

	Cloth or Paper Face Mask	**Surgical Face Mask**	**Filtering Facepiece Respirator (e.g. N95)**
Testing & Approval	Not tested or approved, but recommended by the CDC	Cleared by the U.S. Food and Drug Administration per 21 CFR 878.4040	Evaluated, tested and approved by NIOSH per 42 CFR Part 84
Intended Use & Purpose	To prevent transmission of the virus between people in close proximity	A fluid resistant barrier designed to protect the wearer from large droplets, splashes or sprays of bodily or other hazardous fluids.	Reduces the wearer's exposure to small particle aerosols and large droplets

COVID-19
VOLUNTARY VS. REQUIRED RESPIRATOR USE

MICHIGAN DEPARTMENT OF
LABOR & ECONOMIC
OPPORTUNITY

MIOSHA

The employer determines the necessary PPE required for the job task(s). The employer is responsible for payment, replacement, maintenance, cleaning, laundering and disposal of PPE. Training should be provided to employees regarding proper use, limitations, care and maintenance of PPE. Where respirators are provided, the following table outlines additional requirements:

Guidelines for Employees Using Respiratory Protection

Filtering Facepiece Respirator (e.g. N95)	**Required**	**Voluntary**
Fit Testing	Yes	No
Medical Evaluation	Yes	No
Facial Hair Prohibited	Yes	No
Appendix D Provided	No	Yes
Training per 1910.134(k)	Yes	No
Cleaning, Storage & Maintenance of Respirator	Yes	Yes

- Know the difference between cloth face coverings and respirators
- NIOSH Certified Respirators require compliance to the Respiratory Protection Program
- Facemasks vs Respirators Factsheet
- Voluntary vs Required Respirator Use Factsheet

General Workplace Requirements Employee COVID-19 Training

❑Provide COVID-19 Training to Employees
  ▪ At minimum must include:

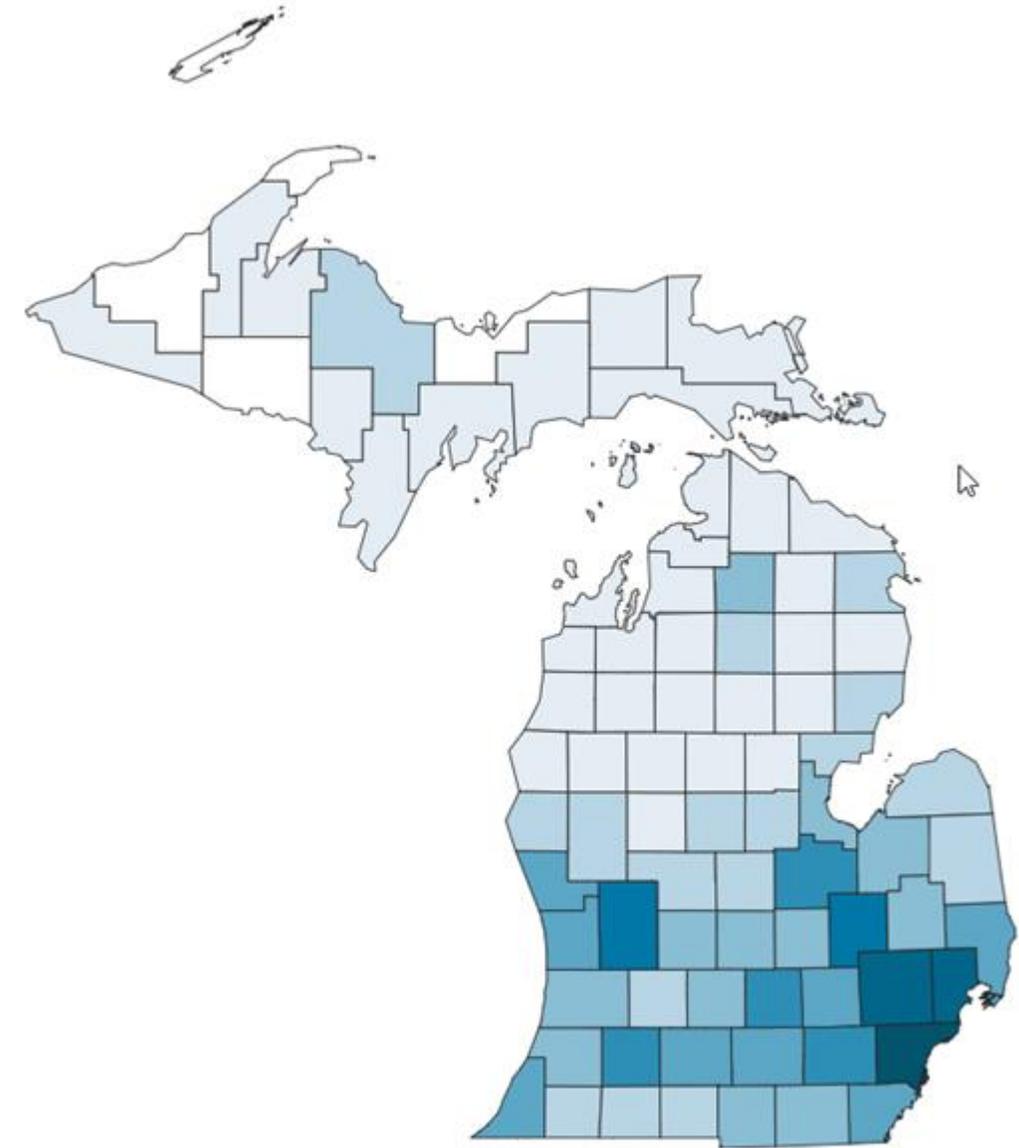| Workplace infection-control practices | The proper use of personal protective equipment | Steps the employee must take to notify the business or operation of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19 | How to report unsafe working conditions. |

General Workplace Requirements

☐Adopt Additional Infection-Control Measures as Necessary

▪Additional controls may be necessary based on:
  - Tasks performed at the worksite
  - Rate of Infection in the community

Recordkeeping per Executive Order 2020-114

❑ Employers **MUST** maintain records required by sections:

- 1(c) – Employee training on workplace infection control practices, proper use of PPE, steps the employees must take to notify the business of COVID-19 illness, and how to report unsafe working conditions

- 1(d) – Daily entry self-screening protocol for all employees or contractors including a questionnaire

- 1(k) – When an employee is identified with a confirmed case of COVID-19:
  - 1.   Immediately notify the local public health department, and
  - 2.   Within 24 hours, notify any co-workers, contractors, or suppliers who may have come into contact with the person with a confirmed case of COVID-19.
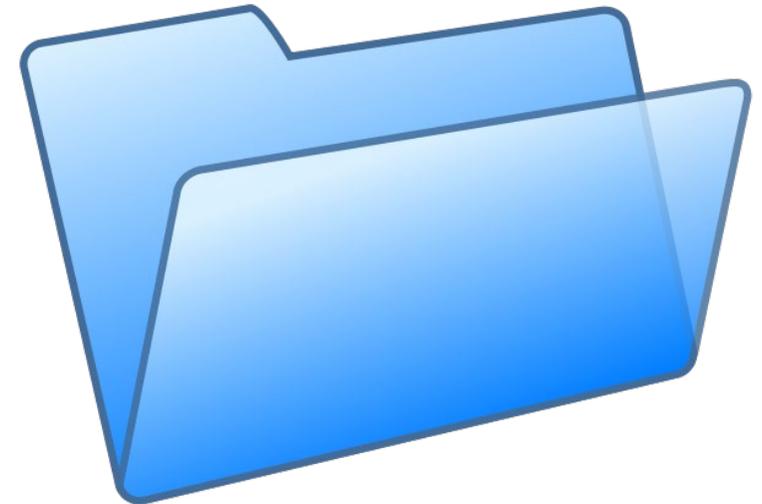
Ten Steps All Workplaces Can Take to Reduce Risk of Exposure to Coronavirus

All workplaces can take the following infection prevention measures to protect workers:

1. Encourage workers to stay home if sick.

2. Encourage respiratory etiquette, including covering coughs and sneezes.

3. Provide a place to wash hands or alcohol-based hand rubs containing at least 60% alcohol.

4. Limit worksite access to only essential workers, if possible.

5. Establish flexible worksites (e.g., telecommuting) and flexible work hours (e.g., staggered shifts), if feasible.

6. Discourage workers from using other workers' phones, desks, or other work tools and equipment.

7. Regularly clean and disinfect surfaces, equipment, and other elements of the work environment.

8. Use Environmental Protection Agency (EPA)-approved cleaning chemicals with label claims against the coronavirus.

9. Follow the manufacturer's instructions for use of all cleaning and disinfection products.

10. Encourage workers to report any safety and health concerns.

For more information, visit www.osha.gov/coronavirus call 1-800-321-OSHA (6742)

General Workplace Practices – OSHA

- Frequently wash hands with soap & water for 20 seconds

- Use 60% alcohol hand sanitizer when soap & water are unavailable

- Avoid touching eyes, nose, or mouth with unwashed hands

- Practice good respiratory etiquette – cover your cough

- Avoid close contact with those who are sick

- Stay home if sick

- Recognize personal risk factors & underlying conditions

OSHA – Control & Prevention

Requirements for In-Home Services

EXECUTIVE ORDER 2020-114 REQUIREMENTS

Customer Screening Protocol

❑Prior to entering the home, inquire with the customer whether anyone in the household:

- has been diagnosed with COVID-19,

- is experiencing symptoms of COVID-19, or

- has had close contact with someone who has been diagnosed with COVID-19

If so, the business or operation must reschedule for a different time.

HOW TO SAFELY REMOVE PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Outside of gloves are contaminated!
- If your hands get contaminated during glove removal, immediately wash your hands or use an alcohol-based hand sanitizer
- Using a gloved hand, grasp the palm area of the other gloved hand and peel off first glove
- Hold removed glove in gloved hand
- Slide fingers of ungloved hand under remaining glove at wrist and peel off second glove over first glove
- Discard gloves in an waste container
- Wash your hands thoroughly
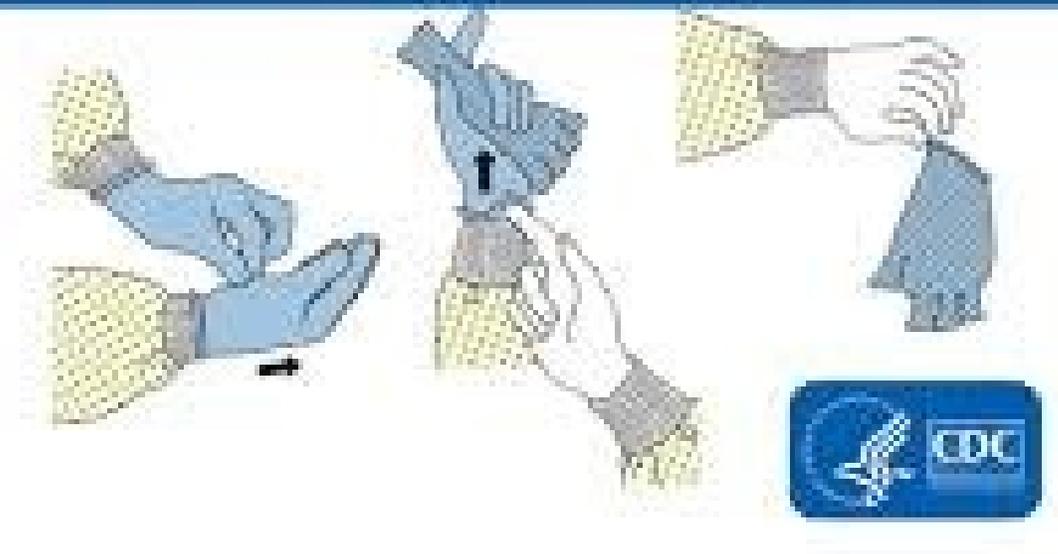
Workplace Controls

- Limit direct interaction with customers by using electronic means of communication whenever possible.

- Limit the number of employees inside a home to the minimum number necessary to perform the work in a timely fashion.

- Gloves should be worn when practical and disposed of in accordance with guidance from the CDC.

Resources

In-Home Service Industry Resources

- OSHA – [COIVD19 – Control and Prevention – In-Home Repair Services](#)
- AIHA – [Returning to Work: At Home Service Providers](#)

MIOSHA Resources

- [MIOSHA Webpage](#)
- [MIOSHA Consultation, Education & Training (CET) Division](#)
- [MIOSHA Standards](#)
- [Request for Consultative Assistance](#)
- [PPE Guide for General Industry (SP #16)](#)
- [Respiratory Protection Program – Sample Written Program (SP #05)](#)
- [Hazard Communication Program – Sample Written Program (CET 5530)](#)
- [MIOSHA Training Program](#)

COVID-19 Resources

MIOSHA

- COVID19 Interim Enforcement Plan

State of Michigan

- Coronavirus
- Frequently Asked Questions

OSHA

- COVID-19 Information
- Guidance on Preparing Workplaces for COVID-19
- Seven Steps to Correctly Wear a Respirator at Work
- Ten Steps for All Workplaces to Reduce Risk of Exposure to Coronavirus

CDC

- Coronavirus Disease (COVID-19)
- Interim Guidance for Businesses to Plan and Respond to COVID-19
- Use of Cloth Face Coverings to Slow the Spread of COVID-19
- Interim Guidance for Workers Who May Have Had Exposure to a Person with COVID-19
- Cleaning & Disinfecting Your Facility
- Discontinuation of Home Isolation

Other

- AIHA – Back to Work Safely

Contact MIOSHA

Michigan Occupational Safety and Health Administration (MIOSHA)

530 W. Allegan Street, P.O. Box 30643

Lansing, Michigan 48909-8143

If you need further information regarding COVID-19

Call 855-SAFEC19 (855-723-3219).

To request consultation, education and training services, call 517-284-7720

or visit our website at:

www.michigan.gov/miosha