

CROOK COUNTY
INFECTION CONTROL PLAN
DECEMBER 6, 2020

Oregon OSHA's temporary rules related to the COVID-19 pandemic (OAR chapter 437-001) became effective November 6, 2020. These rules require all employers to develop and implement what is called an infection control plan. The rules require that the plan be based, in part, on each employer's exposure risk assessment forms (also required by the rules). The requirements for the COVID -19 infection control plan are generally listed in OAR 437-001-0744(3)(h)(B)(i)-(vi).

In conformance with these Oregon OSHA requirements, Crook County, a political subdivision of the State of Oregon, adopts this document as its Infection Control Plan.

PURPOSE:

Crook County has implemented this Infection Control Plan to:

- Reduce the risk of employee, volunteer and visitor exposure to the airborne and droplet-spread disease designated COVID-19.
- Ensure compliance with applicable laws and regulations.
- Ensure compliance with federal and State of Oregon Occupational Safety and Health Administration (OR-OSHA) requirements.

This Infection Control Plan focuses on exposure control for:

- Employees, elected officials, staff and volunteers who work in County-operated facilities or settings, and
- Members of the public who interact with the County.

FACTORS AFFECTING TRANSMISSION:

The following factors can affect risk of airborne and droplet-spread disease transmission, including COVID-19:

- The local county epidemiology (prevalence) of such disease;
- Populations served by County departments. The disease risk level in the population of the county will vary;
- The physical building facilities where services occur. Some services to potentially infectious individuals may occur in community settings outside the department structure;
- Intensity of individual efforts for disease symptoms self-screening. Individuals who are or who may be infected with COVID-19 may not undertake steps to reduce the possibility of transmission to others;

- Frequency and adequacy of the use of personal protective equipment (PPE), including face coverings; and
- Use of engineering controls.

Exposure Definition:

An employee is considered exposed when the employee has significant contact with an individual who:

- Had signs and symptoms leading to high clinical suspicion of COVID-19, or
- Has disclosed a laboratory result of COVID-19 infection.

Factors Influencing Exposure Risk:

An employee who has been in contact with a potentially infectious individual should evaluate the risk to him-or-herself and others for the following factors that affect the significance of such contact including:

- Duration of contact
- Proximity of contact
- Use of control measures that are functioning appropriately at the time of exposure

Exposure cannot always be determined, even under ideal circumstances.

The responses to the terms of OAR 437-001-0744(3)(h) are as follows:

1. In light of the current and prior executive orders from Governor Brown, administrative rules promulgated from the Oregon Health Authority (OHA) and Oregon Occupational Safety and Health Administration (OR-OSHA), and guidance documents issued by the National Institutes of Health (NIH), Centers for Disease Control and Prevention (CDC), and other healthcare organizations (collectively, the "Executive Orders"), all Crook County employees may be required to use personal protective equipment (PPE) in the conduct of their job duties. This PPE may include masks or other appropriate face coverings, depending on the employee's tasks and responsibilities, and the likelihood that the individual employee will not be able to reliably maintain the designated physical distances or otherwise must interact in close proximity with others. Especially as regards the current pandemic and the airborne-nature of COVID-19, every workplace task must be conducted to the greatest extent reasonably feasible in accordance with the implementation of PPE such as face coverings, remote working tools, and respirators as may be appropriate for the individual position and the requirements of the County's public service responsibilities.

2. The County as employer will provide employees with face coverings as may be necessary and appropriate for their job duties. Further, employees are authorized to use their own face coverings so long as it meets the minimal qualifications as described in the Executive Orders. Many employees choose to utilize this option. Each department head will be responsible for identifying when a department may need additional face masks to fill this demand. When there is a need for additional masks, the department head will coordinate with the Health Department to help identify possible suppliers capable of meeting the need (recognizing that the highest priority for such suppliers are those organizations which directly provide healthcare services to sick or injured persons.) Any other PPE which may be necessary and appropriate for the performance of an individual's job duties will be provided by the County as employer. If an employee has a healthcare condition which requires the employee use an individual item of PPE beyond what would normally be required for his or her job duties, the County will undertake the required "interactive process" described in appropriate state and federal legislation (such as the Americans with Disabilities Act, as amended).

3. The County-adopted Order 2020-44 on or about August 5, 2020, which describes the requirement for County offices to apply hazard control measures in light of the Executive Orders. To reduce the possibility of exposure, such measures have included the implementation of routine and ongoing remote-work opportunities for those positions which may reasonably be undertaken; the establishment of physical alterations such as impermeable barriers at points of service delivery; the creation of remote viewing-and- participating options for public meetings; and the restructuring of public services to allow, as much as may be reasonably possible, electronic or curbside delivery. Subject to applicable state and federal laws, members of the public are required to wear face coverings when within County-operated facilities. Departments which provide educational, recreational, or similar public services such as the County Fairgrounds, County Extension Service District, Bowman Historical Museum, and Crook County Library, have either moved to providing curbside services, or have closed temporarily as may be mandated by the Executive Orders. Professional service contracts for janitorial services have been amended to include payment of additional sums for elevated cleaning services which may be necessary due to the Executive Orders and the interest in reducing the risks of exposure to staff, volunteers, and members of the general public.

4. The County adopted Order 2020-44 on or about August 5, 2020, which described the requirements that County employees must follow in regards to face masks and other COVID-19 - related protective measures. Since its adoption, Order 2020-44 has been continuously implemented. These requirements were distributed to County employees via communications with their department heads. Signs at the entrance of County buildings and offices have been posted, stating the obligation to wear masks or face coverings (whether the individual is an employee, contractor, or member of the public) and as may be appropriate, that in-person visitation may be scheduled only by appointment. Department heads are authorized to remind individuals of these rules, and to provide employees with face coverings to the same degree they would provide any other work-related PPE. Department heads and staff are empowered, in the exercise of their good faith, to remind members of the public of the Executive Orders' hazard control measure mandates. If members of the public continuously defy the Executive Orders, or otherwise subject employees or other visitors to unacceptable risks or inappropriate behavior,

then, in consultation with the County legal department, departments may consider whether to have the individual trespass from the County facility.

5. The County Health Department and local healthcare professionals will continue to operate the local contact-tracing program, and alert those local residents (including County employees, volunteers, and elected officials) who may have been exposed to COVID-19. If they should contact County personnel and recommend that they should isolate or quarantine due to possible exposure, the County personnel will manage the situation in the same manner as they would any other serious healthcare situation and in accordance with the County's employee handbook and operative law. This will involve informing the individual's manager or department head, and coordinating with Human Resources regarding scheduling, FMLA/OFLA availability, remote-work options (if not already implemented for that position), and other related matters. At all stages of this process, County staff will observe the requirements of the employee handbook and operative law (including but not limited to HIPAA) regarding the confidentiality of protected health information, so as to preserve the privacy of the individual.

6. An employee training program which corresponds to the requirements of the Executive Orders will be finalized prior to the mandated deadline, and thereafter distributed to department heads for "downstream" distribution to employees. The intention is to structure the training so that it can be completed remotely, allowing all personnel (including those in COVID-19 -related isolation or quarantine) to undertake the training. Time to complete this training course will be counted as working hours. Each department head will verify that their staff members have completed the training on or before the mandated deadline. All other information required by the Executive Orders will be distributed to employees either directly from the Administration office, Human Resources, or the Health Department, or via the employees' department heads.

Due to the dynamic nature of the pandemic, and the circumstances that the pandemic creates, this Infection Control Plan may be updated as needed, possibly with little or no prior warning. If the Executive Orders, or other operative law or public health recommendations, are altered or supplemented, the Infection Control Plan will be modified as may be necessary and prudent. County personnel are encouraged to provide suggestions for how this Infection Control Plan may be improved, especially as the circumstances created by the pandemic change.

Attachments:

- Order 2020-22, the initial declaration of a local public health emergency.
- Orders 2020-34 and 2020-43, extensions of the emergency declaration.
- Order 2020-44, adopting a policy regarding the wearing of face coverings in County facilities and vehicles.
- Examples of signs, warnings, etc. about wearing a mask when entering a building.