

TRAUMA TECH COVID-19 SAFETY PLAN

INTRODUCTION

Trauma Tech has resumed classes at all of our facilities. We have produced this plan to do our absolute best to keep our students, staff and instructors safe while providing training during this pandemic. All staff at Trauma Tech have contributed to this plan and all instructors have been given the opportunity to weigh in and make suggestions.

We understand that in order to teach first aid classes, students and instructors are required to get within 2 metres of each other, and that it is impossible to eliminate 100% of the risk of virus transmission. However, we feel that this plan goes above and beyond the guidelines set out by WorkSafeBC and the Provincial Health Officer.

FIRST LEVEL PROTECTION - ELIMINATION

Measures in place:

- All OFA Level 2 and 3 classes have been capped at 9 students.
- All OFA Level 1, Transportation Endorsement, and Red Cross courses have been capped at 12 students.
- We have decreased the number of classrooms used in our Surrey and Burnaby facilities.
- Lunch rooms have been closed to students so they don't congregate.
- A strict policy has been implemented banning any student showing signs of illness.
 - Before being allowed into a Trauma Tech classrooms, students are required to take temperature checks and sign a declaration stating they have no COVID-19 symptoms, have not travelled, and have not been exposed to anyone who is positive for COVID-19.
 - Anyone who cannot make the above declaration, or who shows a fever, will not be allowed entry into a Trauma Tech classroom.
- All classrooms have restricted capacity, which has been posted outside of each room.

SECOND LEVEL PROTECTION - ENGINEERING CONTROLS

Measures in place:

- We have installed plexiglass barriers in our office to separate staff from each other and our students.

THIRD LEVEL PROTECTION - ADMINISTRATIVE CONTROLS

Measures in place:

- Tables have been limited in classrooms and students will sit in individual seats more than 2m apart, where possible.
- Start times of classes have been staggered to limit the number of students entering and leaving and taking breaks at the same time.
- Signs have been placed in several spots reminding students to do their best to keep 6 feet apart, frequently wash hands, and remember to keep masks and gloves on at all times while in the facility.
- We have identified surfaces that people touch often and have implemented a strict cleaning protocol.
 - Each commonly used surface will be wiped down with an alcohol solution at least twice during the day, or after use.
 - A cleaning log will be kept to record when these surfaces were cleaned.
 - Professional cleaners will clean all Trauma Tech facilities each evening and have been told to take every reasonable step to disinfect floors and surfaces.
- We have implemented a new strategy for student supplies in the classroom.
 - Each student gets their own annie doll.
 - Each annie is cleaned and lungs changed when each student has finished using that doll.
 - Students will be given their own personal supplies, such as a pocket mask with filter, AED, and cervical collar.
 - Systems are in place to ensure contactless exchange of books and paperwork, when possible. When this is not possible materials will only be exchanged with parties wearing gloves and masks, or immediately after sanitizing hands.
- Students are encouraged to use a back door as an entrance and exit once class has started to avoid crowds in our front office area, where applicable.
- Hand Sanitizer will be readily available for every student, instructor, and staff member.
- Students will be required to use hand sanitizer as soon as they enter our facility.
- Students in class will stay with the same small group for the entirety of the course, whenever practicable.
- Instructors receive their own personal supply bins containing, but not limited to, Dry erase markers, erasers, pens, pencils, post it notes, and an Epi pen.
- Yoga mats and/or disposable blankets are being used to prevent students from contacting the carpet when running scenarios.
- All equipment that has made contact with students in a given course will be either sanitized, or quarantined for a minimum of 72 hours, before being brought back into use.

FOURTH LEVEL PROTECTION - PPE

Measures in place:

Students

- Students will be directed to use hand sanitizer when entering any of our facilities.
- Students are given vinyl gloves, and surgical masks when they enter a facility.
 - It is mandatory that students wear face masks at all times while in a Trauma Tech facility, unless they are sitting in a designated area and there are no people within 2 metres of their seat, or when they need to remove the mask to perform rescue breaths in class.
 - It is mandatory that students wear clean gloves when having physical contact with any other person.
 - Gloves must be changed after making contact with another student in a first aid scenario.
- Students may wear a face shield if they are not able to wear a mask due to a medical condition.
 - If a student refuses to wear a mask or face shield they will be asked to leave and may be refunded if they do not reschedule.

Instructors

- Instructors wear a face mask, or plastic shield, when in the classroom, unless they are at their teaching station and distanced more than 6 feet from any students.
 - Instructors must wear clean gloves when having physical contact with any other person.
 - Gloves must be changed after every contact with a particular student.

Administrative Staff

- Staff are required to wear face masks in Trauma Tech facilities whenever they leave their personal workstation.
- Staff must wear gloves and/or sanitize hands when handling any materials or equipment that will also be handled by students.