



COVID-19 Reopening Guidelines Checklist for Worker Training Requirements

<i>Completed By:</i>			
<i>Date Completed:</i>		<i>Supervisor:</i>	

Item		Response			Action	
No.	Description	Yes	No	N/A	Corrective Action	Remarks
1.	Have all workers who may reasonably be anticipated to have occupational exposure to COVID-19 been identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
2.	Have all workers who may reasonably be anticipated to have occupational exposure to COVID-19 been trained about existing or potential source(s) of exposure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
3.	Have all workers who may reasonably be anticipated to have occupational exposure to COVID-19 been trained about the hazards associated with exposure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
4.	Have all workers who may reasonably be anticipated to have occupational exposure to COVID-19 been trained about protocols to prevent or reduce the likelihood of exposure to the virus?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
5.	Have all workers who may reasonably be anticipated to have occupational exposure to COVID-19 been trained about how to isolate individuals with suspected or confirmed COVID-19 or other infectious diseases?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
6.	Have all workers who may reasonably be anticipated to have occupational exposure to COVID-19 been trained about how to report possible cases?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
7.	Has training been offered during scheduled work times and at no cost to the employee?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8.	Have computer-based remote Learning Management Systems (LMS) been implemented to assist in eliminating face-to-face gatherings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
9.	Have those employees that are required to use personal protective equipment (PPE) been trained regarding when to use PPE?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
10.	Have those employees that are required to use personal protective equipment (PPE) been trained regarding what PPE is required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Item		Response			Action	
No.	Description	Yes	No	N/A	Corrective Action	Remarks
11.	Have those employees that are required to use personal protective equipment (PPE) been trained regarding how to properly put on, use, and take off PPE?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
12.	Have those employees that are required to use personal protective equipment (PPE) been trained regarding the limitations of PPE?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
13.	Have communications with employees anticipated and been tailored to alleviate employee fear, anxiety, rumors, misinformation, and possible reactions in mind as you work through the COVID-19 outbreak?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
14.	Are there frequent (as needed or at least weekly) communications with employees to reiterate existing workplace rules and outline any temporary rules related to ensuring workplace health and safety during the COVID-19 outbreak?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
15.	Has the company reviewed Centers for Disease Control (CDC) strategies for minimizing potential risk of exposure to all employees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
16.	Has the company reviewed OSHA strategies for minimizing potential risk of exposure to all employees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
17.	Are an appropriate number of workers on the worksite trained in First Aid and CPR?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
18.	Are workers who utilize chemicals trained on the requirements of OSHA's Hazard Communication?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Additional Resources

For additional resources, tools, information, and links, please visit our COVID-19 resource page at www.usi.com/public-health-emergencies.



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