

MINIMUM STANDARD HEALTH PROTOCOLS FOR CAREER AND TECHNICAL EDUCATION PROGRAMS AT TEXAS HIGHER EDUCATION INSTITUTIONS

In accordance with Governor Abbott's Executive Order GA-18, the following are the minimum recommended health protocols for all required components of career and technical education programs that must be offered face-to-face. The checklist is based on health protocols included in The Governor's Report to Open Texas¹ and coronavirus and [COVID-19 Interim Guidance for Administrators of US Institutions of Higher Education](#) (revised March 18, 2020) provided by the Centers for Disease Control and Prevention.² Administrators may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all faculty, staff, and students.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk.

Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in this protocol, which facilitates a safe and measured reopening of face-to-face components of career and technical education programs in Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Public health guidance cannot anticipate every unique situation. Administrators of higher education institutions should stay informed and take actions based on common sense and wise judgment to protect the health and safety of students, faculty, staff, and campus visitors. Higher education administrators should also be mindful of federal and state employment laws and workplace safety standards.

Health protocols for your faculty, staff, and students:

- Continue to deliver as much content as possible via remote, online or distance education, particularly for at-risk populations.³
- Train all faculty, staff, and students on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
- Post the signs and [symptoms of COVID-19](#): fever, cough, shortness of breath.
- Screen all individuals before coming into the classroom or laboratory, including anyone diagnosed with or being investigated for COVID-19 by a licensed healthcare provider:
 - Send home any individual who has any of the following new or worsening signs or symptoms of possible COVID-19:
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea
 - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
 - Known close contact with a person who has been lab confirmed within the past 14 days to have COVID-19

¹ <https://gov.texas.gov/uploads/files/organization/opentexas/OpenTexas-Report.pdf>

² <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

³ At-risk populations are those who are 65 or older, especially those with chronic lung disease; asthma; chronic heart disease; severe obesity; diabetes; chronic kidney disease undergoing dialysis; liver disease; or weakened immune system.

MINIMUM STANDARD HEALTH PROTOCOLS FOR CAREER AND TECHNICAL EDUCATION PROGRAMS (Continued)

- Do not allow any faculty member, staff member, student, or campus visitor with new or worsening signs (or any symptoms listed at the bottom of Page 1) to return to the classroom or laboratory until:
 - At least 3 days (72 hours) have passed *since recovery* (resolution of fever without the use of fever-reducing medications); and,
 - The individual has improvement in respiratory symptoms (e.g., cough, shortness of breath); and,
 - At least 10 days have passed *since symptoms first appeared*.
- In the case of a faculty member, staff member, student, or campus visitor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual *may not* return to the classroom or laboratory until the individual has completed the same three-step criteria listed above; or
- If the faculty member, staff member, student, or campus visitor has symptoms that could be COVID-19 and wants to return to the classroom or laboratory before completing the above self-isolation period, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.
- Do not allow a faculty member, staff member, student, or campus visitor with known close contact⁴ to a person who is lab-confirmed to have COVID-19 to return to the classroom or laboratory until the end of the 14-day self-quarantine period from the last date of exposure.
- Have all individuals wash or sanitize their hands upon entering the classroom or laboratory.
- Have all individuals maintain at least 6 feet separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
- If the higher education institution provides a meal for faculty, staff, students, or campus visitors administrators are recommended to have the meal individually packed for everyone.
- Consistent with actions taken across the state, consider having all individuals wear cloth face coverings (over the nose and mouth). If available, faculty, staff, students, and campus visitors should consider wearing non-medical grade face masks.
- Consider having a policy in place for how the institution will respond if a faculty member, staff member, student, or campus visitor begins to show symptoms as listed on the bottom of Page 1 while in class or on the campus.

Health protocols for your facilities:

- Regularly and frequently clean and disinfect any touched surfaces, such as doorknobs, tables, chairs, and restrooms and have sufficient disinfecting supplies to maintain hygienic standards.
- Thoroughly disinfect (after each use or class period) any items that come into contact with faculty, staff, or students.
- Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to all individuals.

⁴ For additional information, consult the [Public Health Recommendations for Community-Related Exposure](#) provided by the CDC.

**MINIMUM STANDARD HEALTH PROTOCOLS
FOR CAREER AND TECHNICAL EDUCATION PROGRAMS
(Continued)**

- Place readily visible signage in the classroom and lab to remind everyone of best hygiene practices.
- If necessary, adopt class schedules that are staggered in order to minimize contact among students who are arriving and/or leaving campus.
- Consider eliminating hazards in common areas by closing drinking fountains, utilizing door stops or removing furniture in gathering spaces.

CHIEF EXECUTIVE OFFICER CERTIFICATION

By signing this statement, I certify that:

- 1. In accordance with Governor Abbott's Executive Order GA-18, my institution will follow the minimum recommended health protocols listed in this document for all required components of career and technical education programs that must be offered face-to-face. I understand that the list is based on health protocols included in The Governor's Report to Open Texas and coronavirus and COVID-19 guidelines provided by the Centers for Disease Control and Prevention.*
- 2. As the Chief Executive Officer, I may adopt additional protocols consistent with the specific needs and circumstances of my institution to help protect the health and safety of all faculty, staff, and students at my institution.*
- 3. I agree to stay informed and take actions based on common sense and wise judgment that will protect the health and safety of all faculty, staff, students and campus visitors at my institution and will be mindful of federal and state employment laws and workplace safety standards.*

SIGNATURE CEO: _____

PRINTED NAME: _____

INSTITUTION: _____

DATE: _____

PLEASE SPECIFY WHICH CTE PROGRAMS WILL BE ALLOWED TO PROCEED WITH FACE-TO-FACE INSTRUCTION AT YOUR INSTITUTION (please attach additional pages if necessary):
