



WEST HILLS

COMMUNITY COLLEGE DISTRICT

September 29, 2021

These Q&As are subject to change based on orders from local health departments, the California Department of Public Health, CalOSHA, the State of California, or the Centers for Disease Control. Policies and protocols will be adjusted as the regulations change and any changes will be shared with employees, students, and the District Community.

Q&As about the WHCCD COVID-19 Prevention Program (CPP)

#1 What is the COVID-19 Prevention Program?

The COVID-19 Prevention Program serves as a functional document in identifying hazards associated with COVID-19 and control measures that can reduce the risk of exposure. The COVID-19 Prevention Program addresses requirements identified in the emergency standard 8CCR section 3205.

#2 Am I required to get a COVID-19 vaccination?

No. Employees and students are strongly encouraged to take the vaccine after consulting with their physician. However, WHCCD is not requiring staff or students to receive the vaccine.

#3 Am I required to show proof of my vaccine?

No. You are only required to show proof of a COVID-19 vaccination if you do not want to wear a face covering, once the face covering mandates are lifted, if allowable per current CDPH or local health department(s) guidelines, while indoors on District property (classrooms, offices, etc.). The choice to submit proof of a vaccination record is solely a personal choice and not a requirement of WHCCD.

#4 Is it a HIPAA Violation for WHCCD to ask an employee or student to provide proof of vaccination status?

No. Providing proof of vaccination status is a “volunteer” action. Employees or students can choose not to share their vaccination record.

#5 Am I required to wear a face covering?

Yes. Effective August 2, 2021, everyone, regardless of vaccination status, is required to wear a face covering indoors. Wearing a face covering outdoors is not required at this time. Please use common sense and wear a face covering when outdoors and unable to socially distance when around a group of individuals. You may remove your face covering outdoors when you are safely distanced from others. Once face covering safety measures are lifted, if allowed per current CDPH or local health department(s) guidelines, individuals who have provided proof of their vaccination and have had their vaccination record verified by Human Resources through the West Hills Safe App. will be allowed to move freely around District sites without a face covering. However, at this time, everyone is required

to wear a face covering indoors, while on District property, or when riding in any vehicle with other individuals when traveling for college related activities.

There are a few exceptions to wearing face coverings as outlined in the WHCCD CPP:

- When an employee and/or student is alone in a room, alone outdoors, or alone while riding in a District vehicle.
- While eating or drinking, provided employees and/or students are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent feasible.
- Employees and/or students who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. *Persons requesting an exemption (regardless of their vaccination status) for a medical, mental health condition or disability must submit a WHCCD Face Covering Exemption Form (found in the appendix of the CPP) and submit it to the Human Resources Department at C19@whccd.edu. Individuals granted an exemption will be subject to weekly COVID-19 testing. Test results must be submitted weekly by uploading a copy (photo) of the test results to C19@whccd.edu in order to maintain face covering exemption.*
 - Employees and/or students exempted from wearing face coverings due to a medical condition, mental health condition, or disability shall wear an effective non-restrictive alternative, such as a face shield with a drape on the bottom, if their condition or disability permits it.

#6 What types of face coverings are required?

WHCCD requires face coverings based on Cal/OSHA guidelines, which is a tightly woven fabric or non-woven material with no visible holes or openings, which covers the nose and mouth. Bandanas or scarves are not sufficient face coverings. For more information about face coverings, visit the [CDC's Guidelines](#).

#7 What if someone refuses to wear a face covering?

All faculty, staff, students, and guests are required to wear face coverings indoors on district property. If they refuse to do so, employees are asked to refer the individual to an administrator who will follow appropriate procedures.

#8 What should I do if I see someone is not wearing a face covering and/or not wearing it properly?

You can remind them of the District protocols and contact a WHCCD employee.

#9 What will happen if there's a report of a positive case and how will I be notified?

The West Hills Safe App. will assist the Human Resources Department in identifying those who may have been in contact with an infected person. The District is following all State and local COVID-19 health and safety protocols and Human Resources will contact individuals accordingly. In some cases, this may involve quarantining employees and/or students and temporarily moving classes from in-person to online.

#10 Are vaccine clinics available for employees and students who haven't received the COVID-19 vaccine?

Yes. The District has partnered with Aria Health and the Kings County Department of Health to provide additional vaccine clinics for students, staff, and the community.

West Hills College Coalinga has a Vaccine Clinic scheduled for Thursday, October 7, 2021, from 9-2 p.m. A follow-up clinic will be held on Thursday, October 28, 2021, from 9-2:00 p.m.

We are strongly encouraging all students and employees to get the vaccine. Get informed and learn the facts about the COVID-19 vaccine at covid19.ca.gov.

#11 Are mental health services available for students to help them copewith anxiety and stress related to COVID-19?

Yes. Free confidential mental wellness resources are available for students as follows:

Students

West Hills College Coalinga [Student Wellness Counseling Referral](#)

West Hills College Lemoore [Student Conduct/Concern Reporting Form](#)

#12 What is the West Hills Safe App.?

West Hills Safe is a smartphone application designed for West Hills Community College District to meet requirements of emergency standard 8CCR section 3205 by sending daily pre-screening forms to the District community before they come to campus, clearing students and staff with a daily Health Pass, and target exposure notifications with QR Code Contact Tracking.

#13 What if I don't have a smartphone to complete the daily health screening or phone with a camera that can read a QR code?

No problem! Employees or Students without a smartphone or camera on their phone can use the web form: [Campus Cloud \(readyeducation.com\)](https://readyeducation.com)

#14 Who will have access to the information when I scan my QR code and how will this information be used?

Only Human Resources will have access to the health screening data and vaccination data. Human Resources will be monitoring the data for contact-tracing and reporting purposes only and will ensure that any personal identifying information of COVID-19 cases or persons with COVID-19 symptoms, and any medical records shall be kept confidential.

#15 If I've uploaded my COVID-19 vaccine information, will I be required to answer the daily health screening?

Yes. The pre-screening form on the app. is a "daily" form and resets at 11:59 p.m. every day.

#16 If I receive the daily health screening reminder but I am not scheduled to come to campus/district site, do I have to answer the health screening?

No. If you will not be on site, you are not required to complete the daily health screening for that day.

#17 Are on-line tutorials/resources for the West Hills Safe App?

For detailed instructions on how to download and use the West Hills Safe App, please see the [West Hills Safe App Guide](#) or watch the [West Hills Safe App video](#).

#18 What is a Close Contact?

Being within 6 feet of someone with the virus without a face covering for a cumulative total of 15 minutes (or more) over a 24-hour period.

#19 What is Contact Tracing?

A public health measure undertaken to slow and eventually halt the spread of a disease that is transmitted person-to-person, in which people who have come in close proximity to or direct contact with an infected person are identified and monitored for signs of infection.

#20 What are COVID-19 Symptoms?

Fever of 100.4 degrees Fahrenheit or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea, unless a licensed health care professional determines the person's symptoms were caused by a known condition other than COVID-19.

#21 What is a QR Code?

Short for quick response, a type of barcode that contains a matrix of dots that contain information about an item, such as a description and/or location, which can be read and processed by a cellphone.

#22 What is Quarantine?

To separate and restrict the movement of someone who was exposed to COVID-19 to see if they become sick.

#23 Do I have to report if I test positive for COVID-19 or if I am directly exposed to someone who tested positive for COVID-19, even if I am not coming to campus?

Yes, for contact tracing purposes it's best if you update your status in the West Hills Safe App even if you haven't been to campus since testing positive or being exposed to someone who tested positive for COVID-19.

#24 What if I lose my vaccination record/card?

Go to <https://myvaccinerecord.cdph.ca.gov> to obtain a digital copy of your vaccination record. After accessing the website, you will be asked to enter a few details. You will then receive a link to a QR code and digital copy of your COVID-19 vaccination record.