

REOPENING RI

Rhode Island Weatherization Assistance Program (WAP) Reopening After COVID-19

Due to the nature of the Weatherization Assistance Program (WAP), the close contact between WAP staff and customers, and the amount of work that occurs inside customers' homes, the WAP will not resume home visits until **August 3, 2020**. Starting August 3, WAP sub-grantees may perform weatherization duties to the full extent of the program if the following guidelines are followed and the sub-grantee feels that it is in the best interest of the sub-grantee, contractors, and customers. The guidelines below are the **MINIMUM** requirements for reopening WAP.

Before Work Begins

Infection Control Measures

- 1) Prohibit handshaking and maintain physical distancing of six feet.
- 2) Wash hands frequently with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer that contains at least 60% alcohol.
- 3) Avoid touching your eyes, nose, or mouth with unwashed hands.
- 4) Clean and disinfect equipment and tools that are used in the field at the end of every shift. Use an EPA-registered disinfectant.

WAP Worker Training

- 1) Ensure your organization is complying with the Governor's current [Reopening RI](#) guidelines and [executive orders](#), [CDC guidelines](#), and [OSHA requirements](#).
- 2) Send DHS your completed COVID-19 Control Plan. Submit plans to julie.capobianco@dhs.ri.gov A [Control Plan fillable template](#) is available online.
- 3) Ensure all weatherization field workers complete the four-hour virtual training provided by the National Renewable Energy Lab (NREL). This training is free and is [available online](#). Please email copies of each field worker's certificate of completion to DHS.
- 4) Ensure all weatherization field workers complete the CLEAResult COVID-19 Health and Safety Training. The [training is available online](#). Please email copies of each field worker's certificate of completion to DHS.
- 5) Provide all field workers with Personal Protective Equipment (PPE) and directions on how to properly use it, remove it, and clean it to avoid contamination for all. Agencies must continue to adhere to all WAP safety requirements while performing weatherization

services and must ensure that adequate supplies of PPE are available prior to scheduling work. Examples of PPE include gloves, goggles, masks, and N-95 respirators.

- 6) Provide field workers with sanitizing wipes that can be used to clean surfaces in customers' homes both *before* and *after performing work*. Refer to the EPA list of disinfectants for use against SARS-CoV-2 (novel coronavirus).
- 7) Ensure all vehicles and field workers are equipped with hand sanitizer that contains at least 60% alcohol.

When WAP Work Resumes

Customer and Field Worker Safety

- 1) Minimize the number of workers and customers in the home. Ask customers to stay in rooms that are not being occupied by field workers. When working inside a home, field workers must wear PPE that covers their eyes, nose, mouth, and hands.
- 2) Any customers who stays inside the house while the field worker is there should wear a face mask when the field worker is inside the house.
- 3) Limit the number of occupants in a vehicle and disinfect the driver's controls at the end of each shift.
- 4) If field workers arrive at a house and determine a customer has symptoms of COVID-19, they should not do the work and should report it to the sub-grantee. The sub-grantee may defer the work due to COVID-19 and should follow the instructions for COVID-19 deferrals as outlined below in the *Deferrals* section.

Inventory Checklist

- Respirators, ½ face. (Honeywell 5500 - Recommended)
- Respirator cartridges
- N-95 masks
- Surgical masks (alternate level 3)
- Dust masks or surgical masks (Alternate Level 3 for when not entering any living spaces, not providing any hands-on energy efficiency installations, not handling equipment)
- Nitrol gloves
- Goggles
- Cleaning solution, with one-gallon sprayer
- Paper towels
- Sanitizing wipes
- Hand sanitizer
- Disposable bags for discarding used PPE
- Sealable plastic bags (for transferring paperwork)
- Customer education materials
- Thermometer (optional)

Customer Screening

Sub-grantees who continue to go into customer homes for weatherization or other activities must utilize the *COVID-19 Screening Tool* (<http://www.dhs.ri.gov/Programs/WAPProgramInfo.php>) BEFORE entering the home. The customer must also complete the *COVID-19 Agreement* (<http://www.dhs.ri.gov/Programs/WAPProgramInfo.php>) before beginning any work. Sub-grantees may choose to use thermometers with field workers and customers before entering a home. If purchasing thermometers, sub-grantees can charge costs to program operations.

Completing a Job

Any surface that was touched inside the customer's house should be cleaned and disinfected. All signatures required on pre or post-job paperwork should be collected while following all safety precautions. DHS will accept electronic signatures if the sub-grantee has systems in place to collect them. (There are apps that exist to make obtaining electronic signatures easier.) If electronic signatures cannot be obtained, paperwork should be placed in sealable plastic bags and handed to customers. Customers should use their own pen for signing the paperwork and then put the documents back in the sealable plastic bag. After the sealable plastic bag is returned to the field worker, the field worker should wipe the outside of the plastic bag with a sanitizing wipe.

Deferrals

Customers may be deferred for up to 120 days due to the COVID-19 concerns, including suspected or actual COVID-19 infection in the household, and/or customer vulnerability due to age and/or health issues. In cases of COVID-19 infection in the household, all members of the household must self-quarantine for 14 days and have no other COVID-19 symptoms before the sub-grantee can return to begin weatherization services. If a customer declines WAP services due to COVID-19, the customer may contact the sub-grantee at any time to reschedule services, if all safety precautions are followed by the sub-grantee.