



PCCD

COVID Protocols for Constables Training Program

Revised 8/18/2021

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Purpose

This document formalizes the Constables' Education and Training Program response to how the COVID-19 has changed the constable training environment. The purpose is to provide a single source for addressing needs related to infection prevention, mitigation, and training continuity.

Temple University (Temple) and Penn State University (PSU) have implemented mask mandates for all staff, instructors and students at all on and off campus locations, which includes constables training. All persons attending any upcoming constable training classes will need to wear a mask or face shield per these new mandates.

- **Masks will be worn by students and instructors. Students will be encouraged to provide masks they are comfortable with, but students must provide their own masks. Masks must cover both the mouth and nose. If masks become a safety issue, the lead instructor, in consultation with training staff and PCCD staff may make adjustments.**
- Upon arrival and at the beginning of every training day, students, instructors, and staff will perform a self-screening form:
 - Self-survey as to their current health status¹
 - Persistent and unusual dry cough
 - Fever
 - Shortness of Breath (not associated with an underlying medical condition)
 - Difficulty Breathing (not associated with an underlying medical condition)
 - Chills
 - Repeated shaking with chills
 - Muscle pain (not attributed to training activities)
 - Headache
 - Sore throat
 - New loss of taste or smell.
 - Any three of these symptoms may result in the instructor asking a constable to leave training.

If it is determined at a later date that a Constable failed to disclose COVID symptoms or sickness, the Constable may be removed from training or barred from completing training until they are medically cleared, and that information is provided to PCCD.

- Training contractor may modify the training day based on factors present as long as all required training curriculum and skill tests are properly taught and evaluated. Any deviations will be documented by Training staff.
- Training contractor will continue to coordinate training facilities to enhance social distancing.
 - Social distancing will be used (6-foot distancing).
 - When possible, the class will be broken down into smaller groups. Training will be conducted with these smaller groups, rotating subjects and locations.
 - Training will be conducted outside wherever possible.

¹ <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>. This is not an all-inclusive list.

- Training will be reviewed for potential social distancing.
 - Where close contact is required for skill practice and tests, students will stay with the same partners throughout the skill training.
- Regular hygiene will be encouraged especially before breaks, lunch and after close contact drills. Hand sanitizer will be available to students and instructors at the training.
 - Cleaning and sanitizing of facilities and equipment will conform to CDC standards for businesses and educational institutions². Training staff may utilize students to assist with cleaning and sanitizing training equipment after use.

Should there be a local spike in COVID-19 infections, a student or instructor positive COVID-19 test, or a substantive risk that an outbreak may occur within the class, PCCD, in consultation with the Training contractor, will consider again suspending training for this class or region.

Protocols

Social Distancing Requirements:

Practice social distancing (at least six feet from other people) unless training requirements dictate closer distances. Training staff or instructors shall provide guidance on when social distancing is in effect or waived for training purposes. PCCD and Training staff encourage all constables and deputy constables in training to remain at the Training until the entire training is complete. This serves to reduce the risk of contact with a COVID-19 infected individual outside the Training environment.

Social distancing also applies to break and meal environments. All people present must take care to maintain at least six-foot distancing, particularly when masks are not in use (eating, drinking, smoking, etc.). Whenever possible, refrain from facing each other for extended periods of time (within six feet for 10 or more consecutive minutes).

General Personal Hygiene Requirements:

Wash your hands often for at least 20 seconds using water and soap. Use warm water when available. If water and soap are not available, use hand sanitizer with at least 70% alcohol content.

Avoid touching your eyes, nose, mouth, and face in general with your hands.

Cover coughs and sneezes with a tissue or similar disposable material or use the inside of your elbow. Do not use your hand. Remember you may need to clean the inside of your elbow in the same fashion as your hands.

Avoid sharing utensils, food, drinks, and other items which may spread the virus.

Avoid hand shaking, hugging, or other activities which may spread the virus.

Personal Protective Equipment (PPE) Use Requirements:

If used, masks must cover mouth and nose areas.

PPE must be supplied by the constable; the Training provider **will not** supply any PPE for constables.

Replace PPE when destroyed, damaged, lost, or worn beyond effectiveness.

² CDC Guidance for Cleaning and Disinfecting, 4/23/2020 and 4/28/2020.

Report use of PPE that creates a safety hazard or significantly interferes with training to instructors, Training staff, or PCCD staff. Training or PCCD staff may adjust protocols and approved equipment as necessary to enhance safety. These may include greater distancing, more frequent cleaning, open air training, and limiting multiple contact.

Training Area/Equipment Cleaning Requirements:

It is the responsibility for all to assist in maintaining a clean environment. Cleaning recommendations:

Training areas- if used, cleaned at least once daily, ideally prior to the beginning of the training day. Areas include tables, chairs, contact surfaces (light switch, doorknobs), and all high contact areas.

Equipment- if used, cleaned in between uses or at least once daily, at end of training day. Exception- if used by more than one person, cleaning must occur after used by each person.

Responsibilities

It is the responsibility for all people in attendance to comply with standards adopted in accordance with CDC and Pennsylvania Department of Health protocols.

It is the responsibility of all constables and deputy constables in training, instructors, and training staff to maintain a clean training environment. Recurring cleanings should occur as time and training allows.

Unless directed otherwise, it is the responsibility of third-party providers to follow appropriate state and federal guidelines for cleaning and sanitizing their properties.

Applicability

The protocols contained within this policy and appendices apply to all constables, deputy constables, instructors and training staff within the constable training environment. This plan remains in effect until rescinded. Approval to rescind must come from the Pennsylvania Commission on Crime and Delinquency.

COVID Information

Know how it spreads

- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- **The best way to prevent illness is to avoid being exposed to this virus.**
- The virus is thought to spread mainly from person-to-person.
 - Between people who are in close contact with one another (within about 6 feet).
 - Through respiratory droplets produced when an infected person coughs, sneezes or talks.
 - These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
 - Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

Watch for symptoms

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.

Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:

- Fever or 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
- Diarrhea

This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19.

If you are sick with COVID-19 or think you might have COVID-19, follow the steps below to care for yourself and to help protect other people in your home and community.

Stay home except to get medical care

- **Stay home.** Most people with COVID-19 have mild illness and can recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.
- **Take care of yourself.** Get rest and stay hydrated. Take over-the-counter medicines, such as acetaminophen, to help you feel better.
- **Stay in touch with your doctor.** Call before you get medical care. Be sure to get care if you have trouble breathing, or have any other emergency warning signs, or if you think it is an emergency.
- **Avoid public transportation**, ride-sharing, or taxis.

Everyone Should:

Wash your hands often

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.

Cover coughs and sneezes

- **If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
- **Throw used tissues** in the trash.
- Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Clean and disinfect

- **Clean AND disinfect frequently touched surfaces daily.** This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- **If surfaces are dirty, clean them.** Use detergent or soap and water prior to disinfection.
- **Then, use a household disinfectant.** Most common EPA-registered household will work.

Monitor Your Health

- **Be alert for symptoms.** Watch for fever, cough, shortness of breath, or other symptoms of **COVID-19.**
 - Especially important if you are running essential errands, going into the office or workplace, and in settings where it may be difficult to keep a physical distance of 6 feet.
- **Take your temperature** if symptoms develop.
 - Don't take your temperature within 30 minutes of exercising or after taking medications that could lower your temperature, like acetaminophen.

What is social distancing?

Social distancing, also called “physical distancing,” means keeping space between yourself and other people outside of your home. To practice social or physical distancing:

- Stay at least 6 feet (about 2 arms' length) from other people
- Do not gather in groups
- Stay out of crowded places and avoid mass gatherings

In addition to everyday steps to prevent COVID-19, keeping space between you and others is one of the best tools we have to avoid being exposed to this virus and slowing its spread locally and across the country and world.

Limit close contact with others outside your household in indoor and outdoor spaces. Since people can spread the virus before they know they are sick, it is important to stay away from others when possible, even if you—or they—have no symptoms. Social distancing is especially important for people who are at higher risk for severe illness from COVID-19.

From PA Dept of Health Order regarding Masks:

Effective May 3, 2021, COVID mitigation orders are lifted. Effective June 28, 2021, the order requiring universal face coverings is lifted statewide for fully vaccinated Pennsylvanians during certain activities. Please visit [Department of Health Updates Mask Guidance Following CDC Announcement](#) to view the specific guidelines set in place for those who are fully vaccinated. Pennsylvanians are urged to follow CDC guidance for wearing a mask where required by law, rule, and regulations, including healthcare, local business and workplace guidance.

CDC guidelines for unvaccinated people can be found at: [How to Protect Yourself & Others | CDC](#)

Additional information:

[Coronavirus in Pennsylvania \(pa.gov\)](#)