



MTI COLLEGE

Practical Training Safety Protocols Campuswide

Policy:

Sacramento County Public Health has approved MTI College to offer in-person practical training during the 2019 Novel Coronavirus pandemic. As part of this approval, specific protocols must be followed to ensure a safe environment for MTI staff and students.

Procedure:

- Individuals that are feeling unwell should not come to campus and consult with a medical professional.
 - In some cases, individuals that are not feeling well may be asked to obtain a negative COVID-19 test before being allowed to return to campus. This determination will be made in conjunction with the CFO, Campus Director, or President based on information provided in the COVID-19 Screening Questionnaire.
- All staff and students will have their body temperature measured upon arrival to campus. Individuals with temperatures over 99.9 degrees will be sent home and advised to consult with a medical professional.
 - For students, these temperature checks will be performed upon entry into their first class of the day.
 - For staff, these temperature checks will be performed upon arrival for their workday. This can be done at the Main Building front desk or Paul Mitchell Building service desk.
- The following information outlines MTI College's face mask requirements:
 - Masks are required to be worn by employees and students when in the classroom.
 - Masks are required to be worn in the common areas (lobbies, hallways, lounges) at all times, even if no one else is in the area.
 - Masks are required in employee offices when a member of the public (student, applicant, etc) is also present in the office.
 - Employees are not required to wear masks when working alone in an office or if another employee is present and social distancing is maintained.
 - Masks are required during meetings of employees when practicing six feet of social distancing is not possible.
 - Masks are required outside on the campus grounds when practicing six feet of social distancing is not possible.

For individuals who do not yet have a mask, one can be obtained at Main Building front desk or Paul Mitchell Building service desk. If an individual is unable to wear a mask, face shields are also available upon request.

- Classroom occupancy has been limited to the amount of people that will allow for functional use of the room while maintaining six feet of distance between participants.
- Janitorial staff are conducting frequent sanitization of common areas and shared surfaces. For practical training scenarios that will occur before regularly scheduled sanitization by janitorial staff, the shared instruments must be sanitized by participants after each use.
- Staff and students must not congregate in common areas and maintain adequate social distance at all times.
- Hand sanitizing stations are available for use in all classrooms.

- For training scenarios where social distancing is not possible, participants will be required to wear personal protective equipment and perform personal disinfection before and after the procedure.
- Those that are concerned about being on campus due to health or other reason should seek alternate arrangements to avoid coming to campus.
 - Student have options such as enrolling only in courses offered via remote education or taking a temporary leave of absence. These should be discussed with the Student Services Department or Future Professional Advisor.
 - Employees should speak with their supervisor regarding any scheduling adjustments.

Individuals that have been exposed to someone with a confirmed case of COVID-19 or test positive themselves must inform the college of such an exposure and avoid visiting the campus until cleared by a medical professional to do so.

- Cosmetology and barbering students should contact Nikki Montgomery in the event of exposure or positive test at (916)339-4344.
- All other students should contact the dean of students, Angela Pesce, at (916)339-4338 in such an event.
- Employees should contact their supervisor.