

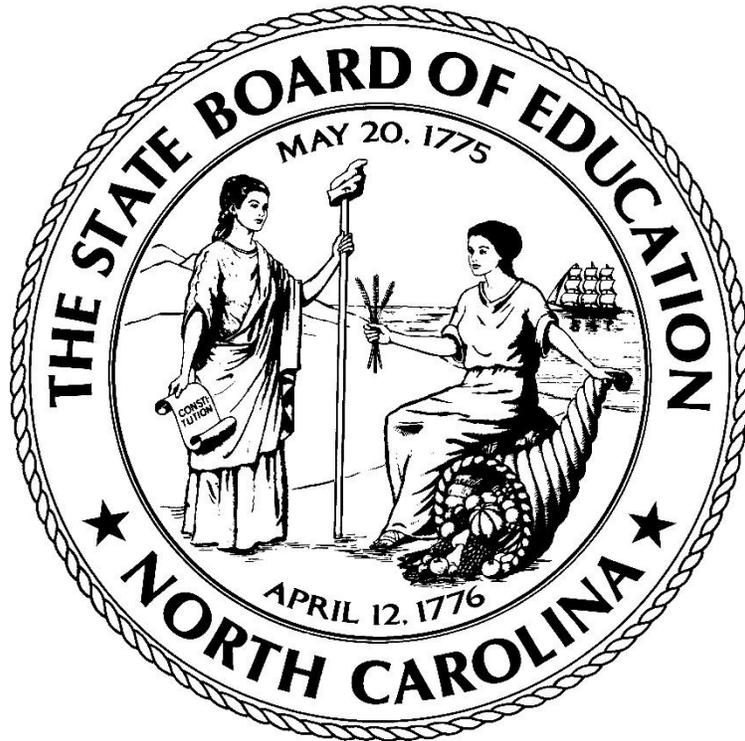
State of North Carolina

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Department of Public Instruction

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*State Superintendent of Public Instruction*



Title I, Part C Migrant Education Program  
COVID-19 Field Safety Plan

**Federal Program Monitoring and Support Division**

## Overview of Document

These safety protocols were designed to offer clear procedures to follow while conducting in person outreach for our NC Migratory students. It is closely modeled from a safety plan shared by our neighbors in South Carolina. Identification, Recruitment, and Outreach is the cornerstone of the Migrant Education Program (MEP). We are open and flexible to online and virtual learning/connections, but also recognize that a majority of the families are most reachable where they live and work. Student and staff safety are of upmost importance. Therefore, we have designed a safety plan that balances the promotion of CDC best practices with the need to reach one of the most vulnerable populations during this pandemic. This safety plan will be implemented any time the state authorities call for social distancing or close a school district. In the case of a total quarantine or shelter in place, NCMEP staff will follow those orders strictly. This document will be updated as guidelines for outreach to vulnerable populations change.

## Methodology

NCMEP modeled this safety plan after South Carolina's safety plan. SCMEP consulted with three medical professionals<sup>1</sup> who work in rural settings and/or with migrant farmworkers. Additionally, NCMEP sent this safety plan to be reviewed by Dr. Thomas Acury and Dr. Sara Quandt from the Center for Worker Health as well as by several Farmworker Health Clinic partners. The SCMEP first sent a rough draft with a multitude of questions to which the health advisory group made recommendations. Next, SCMEP revised according to their responses, and then sent them the second draft for final approval. When providers were conflicting, SC chose the more cautious approach. The Director for the Center for Worker Health and two Farmworker Health Clinic Outreach Directors then reviewed the document and made final recommendations. The following protocols are the result.

## Protocols for Outreach and Services

### a. BEFORE going to a camp:

- i. Take your temperature and log your perceived health. See "times not to go out" (j) for information. See "[Recruiter Health Log](#)."
- ii. Call ahead if possible (see "b").
- iii. Make sure you have a way to sanitize hands between visits (This can be hand sanitizer. However, the best option would be carrying water, hand soap, and a towel with you to wash your hands before and after each visit.) and a system in place for your mask(s) (Think of how you will safely remove and put on masks. Have a plan for if the mask will be disposed of or kept separate to wash when you return home.).
- iv. Prepare any materials you will need in separate bins/boxes to minimize having to touch multiple surfaces.
  - i. Bring extra pens in the event you begin to collect signatures. Pens should be left with participants to prevent potential contamination between homes.

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<sup>1</sup> Amy Taylor, FNP, Karla Mendoza Rodriguez, PA, and Cody Robertson, MD.

- b. **If you are visiting a current NCMEP family/student**, call ahead of time to explain that you are visiting, but cannot come inside or within 6 feet of anyone (children included-ask for parent/guardian help in this). Also, during the call, ask if anyone in the home is sick or presenting signs of sickness. Explain that you have no known symptoms and are reasonably sure you are healthy but you will be taking extra precautionary measures. Ask permission to make the visit.
  
- c. **If the visit is to a non-current NCMEP family/student or to a labor camp**, stay 6+ feet away, don't walk towards them aggressively, and identify yourself with the schools. Explain you are there to offer help and that you won't get closer than 6 feet as a public health precaution.
  - i. Explain the program and try to recruit as normally as possible.
  - ii. Again, explain that you have no known symptoms and are reasonably sure you are healthy but you will be taking extra precautionary measures. Ask permission to continue.
  - iii. If possible, have a digital flyer (or printed) on hand that you can easily send out to families/students (via WhatsApp or text message) that includes the following:
    - i. Program Name
    - ii. Your contact information
    - iii. Services provided by your MEP during this time
    - iv. Contact information of nearest clinic and health department
  - iv. If possible, carry some posters with information on COVID-19 Symptoms and how to protect yourself. You can also write your contact information on these posters.
    - i. [Social Media Toolkit from NCDHHS](#)
    - ii. [Social Media Toolkit from CDC](#)
  
- d. **If you encounter a sick person on a visit**,
  - i. Explain to the person that they need to self-isolate until they can be tested for COVID-19 to avoid potentially exposing other people to the virus. Share the following important information with the individual:
    - i. Most people will recover without needing a doctor
    - ii. Individual should NOT leave their room except to go to the bathroom (individual should wear a mask when leaving the room to go to the bathroom)
    - iii. Once the individual has been without symptoms for 72 hours, they can resume normal activities
    - iv. If the individual gets worse and develops shortness of breath, or becomes so weak that he/she is unable to walk alone, call 911 to be taken to the emergency room
  - ii. Use the "Talking with a Sick Worker" script provided by NC Farmworker Health Program (NCFHP)

- iii. **Report suspected COVID-19 case to the local health department<sup>2</sup>**  
(explain to worker that you must report by law)
  - iv. **Contact nearest Farmworker Health Project Clinic** and inform them of a potential sick worker. Ask for individual's permission to share contact information so that the clinic can reach out to connect the individual to health service
  - v. **If the sick individual is in a camp, ask** the individual if you can tell their grower/housing owner in order to protect other workers and housemates. Use the attached script for communicating with the grower.
  - vi. **Write up a brief summary.** Report the location of the sick worker, any exposure you had to the worker, and actions taken by your program. Put this in an email to your respective MEP Administrator and your direct supervisor
- e. Upon arrival to camp or home:**
- i. Greet family and remind them again that this is not meant to scare them. Explain that you are taking extra precautions in order to protect yourself and the families.
  - ii. Wear facemask. Homemade cloth face coverings are fine but should be washed in **hot water every day** and be changed if they become wet/saturated with moisture. Visit the [CDC website](#) for instructions on properly washing your cloth face covering.
  - iii. Although you have on a facemask, **DO NOT TOUCH YOUR FACE OR ADJUST MASK** once you have left your car.
  - iv. Stay 6+ feet away from everyone (and ask them to do the same). Do not go inside their home or car
  - v. Ask if the student/family have any questions or concerns. Remind them they can call you for a non-emergency even though the schools are closed.
- f. If bringing food and/or school supplies, explain to family what you have and use contactless drop measures:**
- i. Lay box or bag on a dry surface near you (or 6+ feet from family and students)
  - ii. Remind the family to wipe off supplies, food boxes, wash any fresh produce, and to wait until you have gotten in your car before retrieving the supplies.
  - iii. Get in car and drive home or to next outreach.
    - a. Either hand sanitize<sup>3</sup> or wash your hands when you get to your car (You can bring a large container of water, hand soap, and a towel with you.). Put on a fresh mask between visits.

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<sup>2</sup> Regional recruiters should report suspected COVID-19 directly to their supervisor who will report it to the health department. LEAs may choose if they want supervisor(s) or recruiter(s) to directly report suspected cases.

<sup>3</sup> Hand sanitizer is fine for between visits but does not to replace hand washing.

**g. If tutoring or giving a class:**

- i. Set up the outdoor or porch space such that you are 6+ feet away from the student(s). Bring your own chair and white board or poster paper with markers.
- ii. If doing pair work, members of the same household can be close to one another, but you will have to be further away.
- iii. When helping children with schoolwork, they may have to re-write the questions bigger so you can see it. Try to think beforehand about what you will be working on and change your approach to maintain social distancing. Try to do as much online or over the phone as possible.
- iv. Younger children may need physical activity since school has been out since March. Feel free to incorporate as much physical education as is safe to do.

**h. If there was a breach,** after the visit, go home and shower follow the procedures outlined in “when arriving to your home” (i). Contact your immediate supervisor to let him/her know of a potential breach. Either way, go home and follow the procedures in “when arriving to your home” (i) below.

**i. When arriving to your home:**

- i. Wash your hands before you touch anyone (or outside the home if possible) and minimize touching things as you enter the home. Leave outreach gear on porch or other safe place for belongings outside the home. Even if you washed your hands in the car, wash them again when you get home.
- ii. Immediately take a shower in warm or hot water (hair included) and either leave clothes in washer as you enter your home, or designate a place for your outreach clothes in the bathroom.
  - i. After your shower, put clothes and other cloth outreach items in the washer and wash your hands again.
- iii. Disinfect doorknobs, switches, and anything else you touched as you entered your home.
  - i. Wash your hands again after this.
- iv. Go back to porch to disinfect outreach items<sup>4</sup> (wipe off bags, keys, phone, etc)
  - i. Again, wash your hands after you disinfect above items BEFORE you touch them again.
- v. Log details about which addresses/families you visited, when, and if there were any breaches<sup>5</sup>
- vi. Log your temperature and a brief description of health.

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<sup>5</sup> Breaches include coming into contact with someone who tested positive or was suspected of being positive for COVID-19, coming too close to participants, and/or feeling sick.

**j. Times not to go out:**

- i. If you are sick<sup>6</sup>. Also, if you have a sick family member or anyone that resides in your home with the symptoms described in the footnote.
- ii. If you have a fever before outreach or anytime in the 48 hours before outreach.
- iii. If you are waiting to be tested or have been tested and are waiting on the results for COVID-19
- iv. If you or anyone in your household has been diagnosed with COVID-19 self-quarantine until absolutely free of symptoms for 14 days before returning. This is expected regardless of a doctor's approval based on current recommendations. However, a doctor's approval is still required (choose whichever date is later-Doctor's approval or the 14 days of no symptoms).
- v. If anyone in your household is waiting to be tested or is waiting test results for COVID-19
- vi. If you have been exposed<sup>7</sup> in the past 14 days.

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<sup>6</sup> New & unexplainable rash, gastrointestinal problems, cough, congestion, shortness of breath, or fever.

<sup>7</sup> Exposed meaning you, yourself, or anyone you live with has been within less than 6 feet of someone diagnosed with COVID-19.