

March 13, 2020

In order to keep ourselves, our candidates, and the community at large free from illness, D&SDT-HEADMASTER has taken an active role and increased efforts to sanitize our workspace prior to and after each test event. The CDC recommends using a disinfectant wipe and handwashing, therefore, our test observers have been directed to wipe down all material and surfaces prior to starting a test event and provide a hand sanitizer with at least 60% alcohol content for all candidates to use during testing.

Other preventative measures that are recommended for avoiding getting sick and staying healthy during this flu season are also applicable to COVID-19:

- Wash your hands often with soap and water or use alcohol-based sanitizer when you are unable to wash.
- Try not to touch your eyes, nose, or mouth. Germs are often spread this way.
- Get plenty of rest. Sleep is shown to help your body fight off illness.
- If you get sick, stay home to prevent spreading it to others. Supervisors are encouraged to be flexible and approve leave requests to the extent feasible within operational need.

Thank you for your continued, dedicated service to the health of our industry.

### **Candidate Screening**

With the increased number of cases of Coronavirus (COVID-19), D&SDT-HEADMASTER would like to proactively do our part to keep our candidates, testing facilities, and communities healthy. In accordance with the Governors of our testing states who have declared states of emergencies, effective immediately the following questions will be asked of all testing candidates as they arrive at the test event:

1. Have you been exposed to someone who has tested positive to COVID-19?
2. Have you traveled outside of the US within the last 14 days?
3. Have you felt unwell with a fever or coughing?

If any candidate answers yes to any of the above questions, they will be turned away from testing. The test observer will inform D&SDT-HEADMASTER staff as to who was turned away from testing.

Any candidate turned away will be given a free reschedule, and they should self report their exposure or symptoms to their local health department.

Please do not hesitate to contact myself with any questions or concerns.

Sara Skowronski, MSN, RN  
RN Coordinator  
D&SDT-HEADMASTER  
800-393-8664