

PIN 21-12 Frequently Asked Questions

1) Do the changes in PIN 21-12 apply to staff?

The Office of the Senior Procurement Executive (OSPE) will issue guidance to all DOL contractors regarding changes to COVID-19 protocols. In the interim, the changes outlined in PIN 21-12 and its accompanying resources (e.g, Job Aid, Plan Template), shall apply to contractor (and subcontract) staff who work on center. Pursuant to the CDC's August 11 updates, the Job Aid resource has been updated. Safer Federal Workforce Taskforce guidance for federal contractors, visitors, and vendors was also updated and can be found here in [DOL's COVID-19 Workplace Safety Plan](#).

To ensure understanding, Job Corps prime contract and sub-contractors center staff should note the following changes:

- **No new collection of vaccination information.** DOL has paused using the Certification of Vaccination Form for contractors and visitors.
- **Close Contact Protocol:** While contractors must continue to follow CDC guidance and DOL's health and safety protocols after a confirmed close contact exposure, including monitoring for symptoms, testing and wearing a well-fitting mask for 10 days, DOL no longer requires those that are not up to date with their vaccinations to stay out of the office for a 5-day quarantine period.
- **Changes to Contact Tracing:** Centers' Infectious Disease Response Committee must promptly identify close contact exposures when a staff or student reports a confirmed COVID-19 case.
- **Mask Usage:** When masks are mandatory (e.g., in areas with a COVID-19 Community Level of High or after exposure to COVID-19), center staff must wear a well-fitting mask.
- **Screening Testing:** Serial screening testing is no longer required for federal worksites located in areas with medium or high COVID-19 Community Levels. However, Job Corps may initiate screening in cases of an outbreak on center as part of its mitigation strategy or response.

Center staff do not need to complete a daily written health attestation. However, pursuant to DOL's COVID-19 Workplace Safety Plan, contractor employees (i.e., Job Corps prime contract and sub-contractor center staff) are required to conduct a health screening at home each day prior to traveling to their worksite.

USDA Forest Service personnel should continue to follow guidance in their agency's workplace safety plan which is also derived from Safer Federal Workforce Taskforce guidance.

2) Are centers still required to complete a CA-1 for every confirmed student COVID-19 case?

Yes. Job Corps enrollees are deemed to be civil employees of the United States for the purpose of the Federal Employees' Compensation Act (FECA). FECA provides coverage for

work related injuries, including COVID-19. If a Job Corps students test positive for SARS-CoV-2 and requires medical treatment, then a CA-1 needs to be filed. Centers must assist students in filing CA-1 forms. For further information, see <https://www.dol.gov/agencies/owcp/dfec/coronavirusfaqs>.

Further, under OSHA's recordkeeping requirements, if an *employee* tests positive for SARS-CoV-2 infection, the case must be recorded on the OSHA Illness and Injury Log if each of the following conditions are met: (1) the case is a confirmed case of COVID-19; (2) the case is work-related (as defined by 29 CFR 1904.5); and (3) the case involves one or more relevant recording criteria (set forth in 29 CFR 1904.7) (e.g., medical treatment beyond first aid, days away from work). Employers should also follow state and local reporting requirements and comply with state and local contact tracing efforts. (Testing | Safer Federal Workforce).

3) Are centers still required to send a letter notifying staff and students of COVID-19 cases on center?

Yes. PIN 21-12 does not rescind Information Notice 20-02. Per Information Notice 20-02, centers must send a COVID-19 Notification Letter to all staff and on-campus students (or parents/guardians for minor students) informing them of the positive test while ensuring all PII is kept confidential. Cases may be combined into one notification letter that is sent weekly.

4) Are daily health checks required for all enrolled students or only students who are present for duty on center?

Daily health checks are only required for students who are physically present at the center or another training provider's location. This includes all residential students and non-residential students.

5) Are centers required to record individual responses to the daily health check questions? No. Centers must have a system in place to ensure that on a daily basis all students complete virtual or in-person health checks.

6) Is there still a 4-person maximum capacity to dormitory rooms?

There is no policy limiting the number of students that can be housed together.

7) How are centers to monitor and enforce required mask-wearing by students who have had a close contact exposure or a confirmed case of COVID-19?

All Job Corps students who are determined to be a close contact to someone with COVID-19 must wear a well-fitting mask around other people for 10 days after their last close contact. Center must advise and document counseling a student regarding the individual requirement to mask when they are identified as a close contact exposure or confirmed COVID-19 case. If a student is unable to wear a mask, they must quarantine or isolate for 10 days. Center must develop a system to ensure compliance with individual mask wearing while protecting individual confidentiality.

As a reminder, centers must continue to follow existing program policies on providing reasonable accommodations for individuals unable to comply with COVID-19 policy requirements due to disability and/or religious belief, practice, or observance. They must also ensure that any individuals seeking exemptions from COVID-19 safety requirements due to pregnancy, childbirth, or related medical conditions, including childbearing capacity, are not discriminated against compared to others similar in their ability or inability to work or participate in Job Corps. Thus, to the extent that reasonable accommodations or modifications are provided for other similarly situated students or staff members, a pregnant student or staff member may also be entitled to accommodation or modification.

8) With the changes to physical/social distancing requirements, can students now do activities that place them within 6-feet of each other, such as playing contact sports and styling each other's hair?

Yes, 6-foot distancing is not mandatory and thus students may opt to participate in elective activities that do not allow for 6-foot distancing.

9) Are results from antigen tests required to be entered into the student health record?

Yes. All positive and negative COVID-19 antigen tests are required to be entered into the Student Health Record, kept securely and confidentially, and reported as per Abbott ID Now test results. New MCI codes have been developed for the antigen test reporting.

10) Are centers still required to maintain one-way foot traffic and room capacity signage? Yes, because centers are still required to create an environment that supports physical distancing for students who choose to distance.

11) Are temperature checks still required prior to entry?

No, however, centers are required to have a system in place that ensures students have a daily health check including being asked if they have symptoms of COVID-19, a recent close contact exposure, or pending COVID-19 test results.

12) Are visitors and community partners allowed on-center at this time?

Yes, centers must follow the Safer Federal Workforce guidance when managing visitors and community partners on center.

13) Do the PIN 21-12 changes allow single parents to return to center and allow for the opening of center daycares?

No, PIN 21-12 does not address the management or operation of Day Care or Child Development Centers on Job Corps campuses. The operation of Day Care or Child Development Centers will be addressed in a separate guidance document.

14) Does the student antigen testing need to be performed by a Health & Wellness staffer?

Students can be trained to self-administer antigen tests. However, a licensed Health and Wellness staff person must supervise testing and read results. All antigen test results must be

recorded in the student health record and the LIS portal. Supervision by Health & Wellness may be done virtually, as allowed by state regulations.

15) Are all students—regardless of vaccination status—now required to wear a well-fitting mask indoors around other people through day 10 after a close contact exposure (CCE) with someone with COVID-19?

Yes, any student who is a CCE to someone with COVID must wear a well-fitting mask for 10 days while indoors and around others. Residential students should be moved to a single room, if possible, so that they may safely remove their mask indoors overnight.

16) Are centers still required to conduct contact tracing when a staff or student reports a confirmed case?

Yes, the Infectious Disease Response (IDR) Committee must promptly identify close contact exposures when a staff or student reports a COVID-19 confirmed case; however, centers are no longer required to attempt to trace back to the original source.

17) Should centers continue to test all new students upon arrival with an antigen test?

No, however, similar to return from leave/PTO, students must receive an assessment, including screening for symptoms of COVID-19 and review to determine if they had a potential for close contact exposure to COVID-19 prior to arriving to the center. Centers must follow appropriate measures if assessment identifies that the new student has symptoms or a potential CCE.

18) How should centers identify and monitor students that are required to mask?

Centers can share information regarding names of students who are required to mask while indoors and around other students with staff who have a need to know. Center should clearly identify the time range for the masking requirement with notification. A center may use the CIS system or other center system to communicate the requirement.

19) How does a student who is isolated at home or off center after testing positive for COVID-19 receive Day 5 antigen testing to end isolation prior to Day 10?

A student who is isolating off center may be provided with a home antigen test kit prior to leaving center or an antigen test kit may be mailed to the student so they can conduct their Day 5 testing at home. Center can provide support and observation of home testing via telehealth or video conference.