

## Commercial Driver Licensing In-Cab Training and Testing COVID-19 Requirements

***Effective May 5, 2020, in-cab driver training and testing for commercial driver license applicants in Washington State may take place under the conditions outlined in this document. Adherence to these requirements will be strictly enforced.***

Prior to commencing in-cab driver testing and/or training, all training and testing providers<sup>1</sup> must develop a written plan that demonstrates their ability to conform to the requirements listed in this document. The plan must include policies regarding the following control measures: PPE utilization, sanitation, and COVID-19 safety training. A copy of the plan must be available at each training and/or testing location and available for inspection by state and local authorities. The requirements in the plan must be provided in writing to students and testing subjects.

The plan must be submitted in advance to either the Workforce Training and Education Coordinating Board or the Department of Licensing, as applicable. The training and/or testing provider must have the ability to provide a visual overview of the space to the appropriate regulatory agency (either as a video or via Zoom or similar platform).

All providers are required to comply with the following COVID-19 worksite-specific safety practices, as outlined in Governor Jay Inslee's "Stay Home, Stay Healthy" Proclamation 20-25, and in accordance with the Washington State Department of Labor and Industries General Coronavirus Prevention Under the Stay Home, Stay Healthy Order (DOSH Directive 1.70: <https://www.lni.wa.gov/safety-health/safety-rules/enforcementpolicies/DD170.pdf>).

The following information will be required of any plan submitted by a training and/or testing provider:

### **Personal Protective Equipment (PPE) and Supplies**

1. Instructors and testers must use the following PPE and supplies and receive training on their proper use:
  - Gloves
  - Masks (surgical or cloth)
  - Goggles or face shield
  - Anti-viral cleaning products
2. Instructors and testers must ensure students or test subjects have the appropriate face covering for use during testing or training. Training or testing will be rescheduled if necessary.

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<sup>1</sup> In-cab testing training is provided by schools licensed by the Workforce Training Board and private employers registered with the Department of Licensing. In-cab testing is provided by the Department of Licensing and its contractors, Educational Service Districts, and public transit authorities.

### **Additional safety requirements**

3. During the on-road portion of in-cab testing and training, the windows of the vehicle will be rolled down enough to create airflow through the cab of the vehicle.
4. When testing or training are scheduled, staff or contractors will provide expectations for individuals who are testing or training:
  - Individuals are to check in and then wait in the vehicle until training or testing begins.
  - Individuals are not to congregate with each other or staff/contractors.
  - Individuals will be told they cannot report to testing or training if exhibiting symptoms of illness.
5. Social distancing will be observed whenever practical. For example, during the pre-trip inspection and range driving portions of testing.

### **Sanitation**

6. Staff and contractors are responsible for keeping facility surfaces disinfected and having handwashing facilities or sanitizing stations with hand sanitizer or wipes available.
7. For in-cab testing, test subjects are required to clean and disinfect the interior of the vehicle under direction of Department of Licensing staff or its contractors.
8. Staff and contractors are responsible to post, in areas visible to all staff and students, required hygiene practices and information about how to prevent the spread of COVID-19.

### **Student and Test Subject Health/Symptoms**

9. When customers arrive, staff or contractors must ask students or test subjects if they have had any symptoms of illness within the past 72 hours. Training or testing will be rescheduled if necessary.
10. If a student or test subject appears to be exhibiting symptoms of an illness at any time during the training or test, the training or test will be terminated and rescheduled as appropriate.

### **Employee Health/Symptoms**

The training or testing employer must:

11. Create policies which encourage workers to stay home or leave the worksite when feeling sick or when they have been in close contact with a confirmed positive case. If they develop symptoms of acute respiratory illness, they must seek medical attention and inform their employer.
12. Have employees inform their supervisors if they have a sick family member at home with COVID-19. If an employee has a family member sick with COVID-19, that employee must

follow the isolation/quarantine requirements as established by the Washington State Department of Health.

13. Instruct workers to report to their supervisor if they develop symptoms of COVID-19 (e.g., fever, cough, shortness of breath, fatigue, muscle aches, or new loss of taste or smell). If symptoms develop during a shift, the worker should be immediately sent home. If symptoms develop while the worker is not working, the worker should not return to work until they have been evaluated by a healthcare provider.
14. Failure of employees to comply will result in employees being sent home during the emergency actions.
15. Employees who do not believe it is safe to work will be allowed to remove themselves from the worksite and employers must follow the expanded family and medical leave requirements included in the Families First Coronavirus Response Act or allow the worker to use unemployment benefits, paid time off, or any other available form of paid leave available to the worker at the worker's discretion.
16. If an employee is confirmed to have COVID-19 infection, employers should inform fellow employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA). The employer should instruct fellow employees about how to proceed based on the CDC [Public Health Recommendations for Community-Related Exposure](#).

These practices are required as long as the "Stay Home, Stay Healthy" Gubernatorial Proclamation 20-25 is in effect or if adopted as rules by a federal, state, or local regulatory agency.

Workplace safety and health complaints may be submitted to the L&I Call Center: (1-800-423-7233) or via email to [adag235@lni.wa.gov](mailto:adag235@lni.wa.gov). General questions about how to comply with workplace safety practices can be submitted to the state's Business Response Center at <https://app.smartsheet.com/b/form/2562f1caf5814c46a6bf163762263aa5>. All other violations related to Proclamation 20-25 can be submitted via at: <https://bit.ly/covid-compliance>.