USC FOUNDATION
REFRESHER WORKSHOP

COVID-19 WORKSHOP PROCEDURES

October 11, 2022

TO ADHERE TO CITY OF LOS ANGELES AND USC REQUIREMENTS, ALL ATTENDEES MUST PROVIDE PROOF OF BEING FULLY VACCINATED AGAINST COVID-19 (14 DAYS PAST YOUR SECOND DOSE) OR WILL PRESENT PROOF OF A NEGATIVE COVID-19 TEST WITHIN 72-HOURS OF THE TRAINING EVENT.
All attendees at in-person sessions must provide proof of being fully vaccinated against COVID-19 (14 days past your second dose) or present proof of a negative COVID-19 test within 72-hours of the training event.

All in-person sessions will take place outdoors under canopies and backflow prevention assembly testing stations will be configured to follow physical distancing guidelines (at least 6-feet apart).

Attendees will be provided and required to wear gloves and safety glasses. Masks will be optional outdoors. Hand sanitizer will also be available, and attendees are urged to use it frequently.

Specific backflow prevention assembly testing equipment will be assigned to each attendee and will be disinfected between group sessions.

At every in-person session, attendees’ temperatures will be checked upon arrival. Any attendee with a temperature above 100 °F will NOT be allowed to participate in the course. If you are not allowed to participate in the course, you may transfer to a future course at no additional cost.

At every in-person session, you will be asked a series of wellness questions via Trojan Check (see page 7). A positive response to any of the questions will disqualify you from participating in the course. If you are not allowed to participate in the course, you may transfer to a future course at no additional cost.
Your safety is our priority. Trojan Check is a **daily** Covid-19 screening and check-in system for everyone attending in-person sessions. Follow these steps to get started with Trojan Check.

Search and download **Trojan Check** from the App Store, Google Play, or go to TrojanCheck.usc.edu.

On the welcome screen, click on **Continue as a Guest**.

Read the **Before You Begin** section, then click **Continue**.

Start the **Wellness Assessment** screening.

Answer the symptom questions, then click **Next**.

Review your responses, **check the box** and click **Next**.

Complete the Visitor Access Form.

Input your information and the following:

- **Contact on Campus Name:** Patrick Sylvester
- **Contact on Campus Phone Number:** 2137405898 (only numbers)
- **Contact on Campus Email Address:** patrick.sylvester@usc.edu (lowercase)
- **Location of Campus Visit:** FLB-USC Foundation Laboratory

Click **Submit Request**.

Present your **QR CODE** at in-person workshop.