



July 8, 2020

Massachusetts Vocational Technical Teacher Testing Program COVID-19 Policies, Procedures and Guidelines

We understand if you are concerned regarding testing under the COVID-19 pandemic. Our primary concern is the health and safety of testing candidates, examiners and testing staff.

We are continually monitoring and following the recommendations and guidelines provided by the CDC, Federal Government, Massachusetts COVID-19 Command Center, Mass DESE, local health authorities, GLTHS safety protocols in safeguarding the health and safety of test candidates and staff.

As a result, we are instituting the following policies, procedures and guidelines to attempt to ensure safety for all.

The following are Safety Standards prescribed by the Massachusetts COVID-19 Information Center.

Reporting to the Exam Site.

- Testing candidates are NOT to appear for an exam if you are meet any of the following conditions:
 - You are feeling ill and express flu like symptoms within the last fourteen days
 - You have tested positive for COVID-19, unless they have been symptom free and fever free for 72 hrs. AND at least fourteen days have passed since the last exposure, or two negative COVID-19 test results in a row, 24 hrs. apart.
 - You live with, or have been in close contact with, someone who has confirmed or suspected COVID-19 unless at least 14 days have passed since the last exposure. There is an exception for medical, and healthcare workers and first responders, if both the professionals and patients/clients were wearing the appropriate protective equipment (PPE).
 - You have been under home quarantine unless at least fourteen days have passed since your last quarantine.
- Testing Candidates who are particularly vulnerable to COVID-19 according to the guidelines provided by CDC are encouraged to arrange for alternate testing to provide the appropriate accommodation(s). See Applying for Alternate Testing.
<https://www.gltech.org/cms/lib/MA01930064/Centricity/Domain/69/AlternativeTestingForm.pdf>
- If you meet any of the above conditions which prevent you from testing on the scheduled date, contact the Teacher Testing Office by email to either cancel or reschedule.

ARRIVING AT THE EXAM SITE-

When you arrive at the Exam site, you will be asked to complete and sign the Self-Certification Check List, which you already received as part of your Admission Ticket, to determine if you meet the above listed health requirements. Please complete the Self Certification Checklist when you arrive at the exam site. You must follow the health and safety guidelines listed below while participating in the Teacher Testing Exam administration. You will also have a non-touch digital temperature check at that time. Candidates who show a temperature of under 100.4°F will be allowed to check in, otherwise, candidates will need to either cancel or reschedule their test.

Teacher Testing Candidates will park in the Visitor Parking lot, as spaces permit. Additional parking will be available in the Faculty lot beyond and adjacent to the school.

Additional visitors accompanying test candidates will NOT be allowed in the building.

It is very Important to arrive no later than 8:00 a.m., as the Health Screening and Test Sign-in will take additional time.

All candidates will enter directly into the Cafeteria for the Health Screening and Sign-in and you will be required to:

- bring and wear a face mask, cotton face covering or respirator which fully cover the nose and mouth throughout the exam. Goggles and face shields will be allowed but are not required.
- safely distance yourself at least 6 feet away from other persons throughout the testing experience, including while in hallways.
- sanitize your hands upon entry with the provided alcohol-based product and wash and lather your hands for at least 20 seconds if using the restroom. Only one person will be allowed to travel to the rest rooms at one time.

You may bring and wear gloves during the exam (OPTIONAL), but we ask that you dispose of them in the trash immediately outside of the exam site exit.

Once you check in, you will be direct to the examination room where you will be given:

- your exam packet
- table assignment
- a sanitized calculator
- two number two pencils (which you will take with you upon completing the exam)

Additional Safety guidelines are available below:

Massachusetts Covid-19 Command Center

[Healthcare Personnel: Occupational Exposure & Return to Work Guidance](#)

www.mass.gov/doc/10-tips-for-at-home-quarantine-or-self-monitoring/download

www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html

www.cdc.gov/coronavirus/2019-return-to-work

<https://www.mass.gov/info-details/covid-19-updates-and-information>

<https://www.mass.gov/info-details/reopening-massachusetts>

<https://www.mass.gov/info-details/covid-19-public-health-guidance-and-directives#health-care-professionals->

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

https://www.buoyhealth.com/symptom-checker/?configuration=ma_covid&concern=coronavirus