

DEPARTMENT OF TRANSPORTATION

Memorandum

*Making Conservation
a California Way of Life.*

To: DEPUTY DISTRICT DIRECTORS, Construction
DEPUTY DIVISION CHIEF, Structure Construction
CONSTRUCTION MANAGERS
SENIOR CONSTRUCTION ENGINEERS
RESIDENT ENGINEERS

Date: May 14, 2021

File: Division of Construction
CPD 21-6



From: RAMON HOPKINS, Chief
Division of Construction

Subject: MANDATORY VALLEY FEVER AWARENESS TRAINING FOR 2021

This directive reminds that the annual Valley Fever awareness training must be taken for the year 2021 by all Construction field employees who work in Valley Fever endemic counties. The California Department of Transportation (Caltrans) Division of Construction recommends that all Caltrans field employees, whether or not they work in Valley Fever endemic counties, take the training by June 15, 2021, to learn more about preventing Valley Fever.

California Labor Code Section 6709 requires construction employers to provide awareness training on Valley Fever to all employees who work at job sites in Valley Fever endemic counties by May 1, 2020, and annually thereafter, and before employees begin work that could cause substantial dust disturbance. Substantial dust disturbance creates airborne dust that is visible longer than one hour on any day. Counties are declared highly endemic if the annual rate of Valley Fever is greater than 20 cases per 100,000 persons in a year. Currently, those counties are Fresno, Kern, Kings, Madera, Merced, Monterey, San Joaquin, San Luis Obispo, Santa Barbara, Tulare, and Ventura. If a county is added to the state Department of Public Health list, the mandatory training will not apply in the initial year of that county's listing; however, the mandatory training will apply to employers in that county in the year subsequent to the county is listed as highly endemic.

Online training developed by Caltrans' Office of Health and Safety can be found at:

<https://hs.onramp.dot.ca.gov/valley-fever-awareness-online-training>

Click on *Access the Valley Fever Awareness Online Training* at the bottom of the page to begin the training. Your browser must be equipped with Adobe Flash to watch the training video. At the end of the 22-minute video training, a certificate of completion template is provided, which can be saved or printed as a PDF file. Employees and their

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supervisors must sign and date the certificate, which becomes part of the training record of the employee. Do not use the LinkedIn Learning version as it will not generate a Certificate of Completion.

This training may be taken before registering for the training in the learning management system (LMS). To record this training in LMS, you may self-certify to record the session in LMS. The self-certification instructions are posted at:

<https://hs.onramp.dot.ca.gov/downloads/hs/files/VFA-Online-Training-Self-Certify-rev.pdf>

The CT LMS Training Coordinator mentioned in the instructions is your district construction training coordinator. For a list of statewide Construction training coordinators, go to:

<https://construction.onramp.dot.ca.gov/administrative-training-support/construction-training-coordinators>

The employees who complete the training may print and sign the attached certificate of completion template and have their supervisors sign and date the certificate, which becomes part of their annual training record.

To record your training for 30 minutes of work time into your timesheet, please enter the following: Unit: Yours, Project: Yours, Phase: N, Reporting Code: G101974, and Sub Object: 059.

Supervisors must ensure that their employees complete the training and training record by documenting the training in LMS and signing the certificate of training by June 15. This will satisfy the requirement of the mandatory annual training of this year. However, the Health and Safety intranet site will continue to provide the on-demand training to be taken at any time. A reminder to take the mandatory annual training will be sent before May 1 of the next year, and the LMS may send an auto-generated reminder.

If you have questions about this directive, please contact Phillip Phan, Division of Construction, at Phillip.Phan@dot.ca.gov or (916) 594-4849.

Attachment:

1. Valley Fever Awareness Online Training Certificate template