



21740 State Route 676, Marietta, Ohio 45750

Adult Technical Training  
Phone: 740.373.6283  
Toll Free: 800.648.3695  
Fax: 740.376.2240  
[www.mycareerschool.com](http://www.mycareerschool.com)

March 13, 2020

Dear Adult Technical Training Staff and Students,

As you are likely aware, Ohio Governor DeWine held a televised conference on Thursday, March 12, 2020, regarding Ohio's response and precautions for COVID-19. Governor DeWine mandated the closure of Ohio K-12 schools for an approximate three week period beginning Tuesday, March 17, 2020. Other guidelines include the restriction of public gatherings of 100 or more people, who can visit nursing homes, etc. Below will describe the considerations, precautions, and accommodations Adult Technical Training will implement to finish out winter quarter.

#### Considerations

COVID-19 is a virus. Antibiotics are not effective in fighting viruses – only bacterial infections. Therefore, maximizing social distancing is important. Most people who contract COVID-19 recover. According to information recently released from Centers for Disease Control (CDC), the worldwide fatality rate is somewhere between 0.7% and 3.4% of those infected by the virus. The CDC suggests that those with other serious ailments, such as cardiovascular disease, diabetes, chronic respiratory disease, abnormally high blood pressure, cancer, etc., are expected to have more difficulty recovering. The CDC also suggests a higher fatality rate for older individuals – 3.6% for those 60-69 and 8% for those 70-79.

**Spring quarter start date is under review and any change to the scheduled March 30, 2020 start will be communicated.**

#### Precautions

- Surgical Technology, Medical Assistant, and Information Technology Professional: Beginning Tuesday, March 17, these programs will finish out winter quarter via online instruction. Those completing clinicals or internships should maintain those visits unless WCCC is notified in the future that students are no longer permitted at clinical or internship sites.
- Chemical Operator, Chemical Technician, Industrial Maintenance Mechanic, Instrumentation & Electricity, HVAC/R and Welding: These programs will attempt to finish out the quarter by Thursday, March 19, 2020.

- Social distancing: health professionals recommend a distance of six feet is maintained between persons when attempting to reduce the spread of germs among people. For classes meeting the week of March 16, instructors and students should make an attempt to abide by these recommendations. Some theory classes may be relocated to make this possible.
- Aspire/Ohio Options: Beginning Tuesday, March 17, 2020 through at least Sunday, March 29, 2020, no face-to-face classes will be offered at WCCC. Program Coordinator is working to set up virtual class offerings.
- STNA: Finish out the program through Friday, March 20, 2020
- Total people in WCCC testing center may be reduced to maintain six feet between testers.
- Sanitizers are located at the entrances of buildings. WCCC recommends sanitizing cell phones and hands many times each day.
- Please reference other precautions mentioned in the March 12, 2020 communication that went out regarding COVID-19 including flu shots, hand washing, etc.
- All programs: end of quarter student surveys will be sent out via email. Students are asked to check their school email by Thursday, March 19, 2020, and complete the survey.
- All programs with the exception of CDL: There will be no on-site classes held the week of March 23, 2020.

### Accommodations

- For instructors or students, who are associated with a program finishing out winter quarter on WCCC campus, who consider it a health risk to be here after Monday, 3/16/2020, to finish out winter quarter/programming, please communicate with your program coordinator/manager so we may accommodate you.
- For those in programs finishing winter quarter via online instruction who do not have internet access outside of campus: please communicate with your program coordinator/manager and WCCC will make arrangements for you to come to campus and use a computer with internet connection.

As has been the case with COVID-19, things may continue to unfold requiring us to stay nimble and make plans that differ from those communicated in this notice. If that becomes necessary, you will hear from us again. Otherwise, if you have questions or concerns, please contact us.

Sincerely,

Tony Huffman, Ed.D., Director, Adult Technical Training