

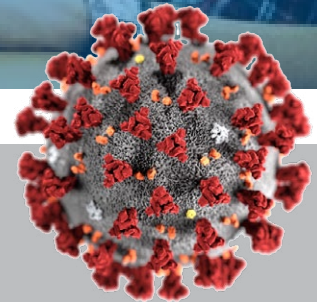
# PIONEER TECH ASSESSMENT CENTER

## Updated Guidelines & Steps to Take

- Please notify PTC by phone at (580) 718-4234 when you arrive at PTC.
- Remain in your car until notified to enter the building – testers will come in at increments to allow for social distancing.
- Bring ID and keys into the building.
- Please lock ALL personal items in your car.
- Enter north doors at front lobby entrance.
- Use front lobby restrooms if needed.
- Masks required at all times provided by PTC.
- If you are ill, please reschedule your test.
- Check in at Student Services counter before moving to test area.
- Temperature will be checked at sign in.
- IDs will be collected by staff and checked for expiration.
- You will be given sanitized “testing kit” to include disposable pencil, pen, scrap paper, etc.
- Dispose of all used test items in proper location as directed.
- Test stations will be sanitized by staff between testers.



*Enhancing Lives, Securing Futures*



**To protect other candidates and staff, you will not be admitted to the test center and you should reschedule your exam if you:**

- Have been diagnosed with Covid-19 or been in close personal contact with someone with a confirmed diagnosis
- Have had flu-like symptoms in the last fourteen days, including fever, chills, cough, sore throat, or shortness of breath
- Have been under a fourteen day home quarantine or centralized observation demanded by government and healthcare authorities

# RESOURCES

## Government

- Federal: [Coronavirus.gov](https://www.cdc.gov/coronavirus/2019-nCoV/)
- Federal: [CDC - Covid-19 Information Page](https://www.cdc.gov/coronavirus/2019-nCoV/)
- State: [Oklahoma State Department of Health](https://www.ok.gov/health/)
- State: [Oklahoma Open Up and Recover Safely Plan](#) (Published April 22, 2020)
- County: [Kay County Health Department](#)
- City of Ponca City: [Covid-19 Important Information](#)

## Helpful Tools and Tips

- [Covid-19 Self Checker](#) (CDC)
- [Covid-19 Screening Tool](#) (Apple Developed)
- [How to Make a Face Covering](#) (Sew and No Sew Instructions)
- Are you at High Risk? (CDC)

## General Hygiene Tips:

- Wash your hands frequently during the day for a minimum of 20 seconds using soap and water.
- Refrain from touching nose, mouth, face without washing hands immediately before and after.
- Proper sneeze/cough etiquette should be followed.
- Ensure you are familiar with the basic COVID-19 facts via the CDC website: <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

## CDC Workplace, School and Home Guidance:

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/workplace-school-and-home-guidance.pdf>

## CDC Guidance – Prevent Getting Sick

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

## CDC Cleaning Recommendations

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>