



Ventura County Environmental Health Division  
800 S. Victoria Ave., Ventura CA 93009-1730  
TELEPHONE: 805/654-2813 or FAX: 805/654-2480  
<https://vcrma.org/divisions/environmental-health>

## Backflow Prevention Assembly Tester (BPAT) Certification Exam with AntiContamination Measures

The necessity to conduct future BPAT exams with greater attention to personal medical safety and disinfection of facilities is clear. This procedure incorporates CDC guidelines to reduce contamination and spread of viral infections, such as COVID-19.

### Preparing the Candidates

- 1) At the time the appointment is made, candidate will be informed of the procedures to be followed for their protection. This will include an appointment confirmation email listing the following:
  - a. Paperwork will be handled in a no-contact way.
    - i. Candidate will download the application from <https://www.vcrma.org/backflow-prevention>, complete all required fields and email the completed application to the proctor at least 3 days before the exam, along with the following:
      1. Proof the gauge has had its calibration checked within the last 12 months
      2. Proof the candidate has either: completed an approved 40-hour backflow tester course (first time cert); OR a 3-hour refresher course within the last two years (renewal)
    - ii. Payment must be mailed to the Division in order to receive the certificate and a new certificate will not be issued until payment is received. Payments may not be made in person.
  - b. Required paperwork must be emailed to the proctor before the day of the exam. Proctor will confirm receipt and remind tester of PPE requirements no later than one day before the exam appointment.
  - c. Tester must bring all equipment necessary to perform test. Nothing will be loaned by the proctor.
  - d. Tester must bring appropriate personal protective equipment or will be denied entry to the lab.
- 2) The appointment will be confirmed via telephone call one workday before the appointment
  - a. At the time of appointment confirmation, proctor will give the tester the prescreening questions (Table 1)
    - i. If tester answers "No" to all, appointment will be confirmed. ii. If tester answers "yes" to any question, the appointment will be canceled and rescheduled once tester can answer "no" to all.

## **Candidate Arrival and Testing**

- 3) When the candidate arrives for the appointment, they will call the proctor to confirm arrival.
  - a. Proctor will meet candidate at the lab and escort the candidate through the GSA screening process where the candidate's temperature will be taken and prescreening questions\* asked before entering the facility.
  - b. Candidates must bring the following personnel protective equipment:
    - i. a cloth face covering that covers nose and mouth;
    - ii. single use, disposable gloves
    - iii. safety glasses. Prescription glasses are acceptable.
  - c. The exam will be denied to those who are not prepared.
  - d. Candidate must have their own equipment necessary to perform all tests.
- 4) During the test, the proctor will maintain a minimum of 6 feet of distance from the tester.
- 5) After the test, Proctor will sign application indicating the candidate passed the exam and then scan and email it to the main office in the Hall of Administration.
  - a. Proctor will remind tester to submit payment by mail and to take a refresher course before next renewal.
  - b. Proctor will sanitize all contact areas before leaving the lab.
- 6) Once payment is received, the EH Technician will enter the tester's information into Accela and a certificate will be generated and mailed to the tester, along with a receipt.

\* Prescreening questions to be asked of backflow tester candidates attending education and certification events:

- Have you traveled internationally in the last 14 days?
- Have you been in close contact with family members or friends who have traveled internationally within the last 14 days?
- Do you have any of the following symptoms or have you had close contact with someone who has or had the above symptoms?
  - Do you have a fever (> 37.5 degrees C, 99.5 F), cough, or shortness of breath?
  - Have you been in contact with someone with the Novel Coronavirus? ○ Do you have muscle pains?
  - Have you lost your sense of taste or smell?

## **Facility Preparation**

Preparing the facility (per CDC Cleaning and Disinfecting Your Facility document)

- 1) Cleaning the lab in advance of the certification exam
  - a. Proctor will wear gloves, protective eyewear and clothing to do all cleaning and disinfecting.
  - b. Proctor will clean high touch surfaces such as doorknobs, desk, and chairs with an approved spray cleanser and paper towels.
  
- 2) Disinfecting the lab before and after the exam
  - a. A 10:1 water / bleach solution will be sprayed on all surfaces (backflow assembly rack) to be contacted by the tester during the exam and left at least 1 minute before rinsing
  - b. The keyboard, mouse and, if necessary, the TV remote control will be wiped with an alcohol solution containing at least 70% alcohol.
  - c. Proctor will wash hands with soap and water for 20 seconds:
    - i. Before entering the lab; and
    - ii. After completing the exam
    - iii. Hand sanitizer – a bottle will be maintained in the lab, in case it is needed during the exam