



ATTI COVID-19 Guidelines and Procedures

1. Purpose:

Arizona Technical Testing Institute is providing guidelines and procedures to further protect proctors and technicians from the COVID-19 virus. This guidance is not intended to discriminate against any proctor or technician who may be showing related symptoms to COVID-19, but to create a safe work environment while following the guidelines of the State.

If you are experiencing or have experienced a cough or fever within 2-weeks prior to your exam date, please stay home and reschedule your exam.

2. Limited Occupancy

ATTI exams will be limited to 10 people consisting of no more than 7 technicians and 3 proctors.

3. Sanitization:

Sanitizer will be available for use. Upon entering the building please immediately report to the sanitation station and thoroughly sanitize your hands.

The Arizona Technical Testing Institute will be sanitizing each station before and after each use.

4. Temperature Check:

A temperature check prior to the ATTI exam will be used to determine if a proctor or technician is showing any symptoms of COVID-19. The proctor or technician will take his/her own temperature by using a digital thermometer in front of the lead proctor. If a proctor's or technician's temperature is above 100.4, the individual will not be allowed in the exam and the technician will be asked to reschedule. The thermometers will be cleaned after each use.

5. Masks:

Arizona Technical Testing Institute will require all proctors and technicians wear a mask during testing. We will have cloth masks available for use should a proctor or technician forget his/her mask.

Instructions for all proctors & technicians:

Upon entering the ADOT facility please administer your mask and report to the sanitation station. If you do not have a mask one will be provided for you. You will be required to sanitize your hands and perform the necessary temperature check with the lead proctor before further entering the exam.