

# COVID-19 HEALTH AND SAFETY GUIDE FOR CAMPUS

Revised August 13, 2020



# COVID-19 HEALTH AND SAFETY GUIDE FOR CAMPUS

Touro University Nevada's (Touro) policies and protocols for responding to the COVID-19 pandemic are rooted in safety for students, faculty, staff, patients, and visitors. The health and well-being of our campus and surrounding community are imperative. Protecting the health of our community will require long-term effort, commitment, cooperation, teamwork, patience, and understanding.

As we all work together to confront this health crisis, Touro will remain steadfast in the constant pursuit of our mission and our commitment to our students, patients, and community. As we move forward, flexibility will be critical. We will be utilizing our campus physical spaces in very different ways as we continue to establish a new normal. For the purpose of this Guide, "campus physical spaces" refers to spaces used by Touro University Nevada at 874 American Pacific Drive and 882 American Pacific Drive, including the campus buildings, Touro Health Center (THC), Mobile Health Clinics, Center for Autism and Developmental Disabilities (CADD), Student Health Center (SHC), outdoor space around the buildings, and parking lots.

While protocols and recommendations at the national, state or local level may change over time, the policies and procedures in this Guide are applicable to all Touro University Nevada students and employees until revised by Touro University Nevada.

## PRIORITIES AND BASIC PRINCIPLES

As Touro begins to reintegrate to campus life, this guide is being developed and decisions are being made with, the following priorities and principles:

- The **health and safety** of the campus community are our top priority.
- The engagement, retention, progression, and **success of our students** are principal drivers of planning.
- **Faculty engagement** and **academic success** is also of paramount importance, including scholarly activities, research, and service.
- We must also strengthen and expand the **University's outreach** and how we engage with external partners and other stakeholders.
- The Campus Master Plan, facilities, and **utilization of campus resources** must be included in ongoing planning efforts.

## MENTAL AND EMOTIONAL HEALTH

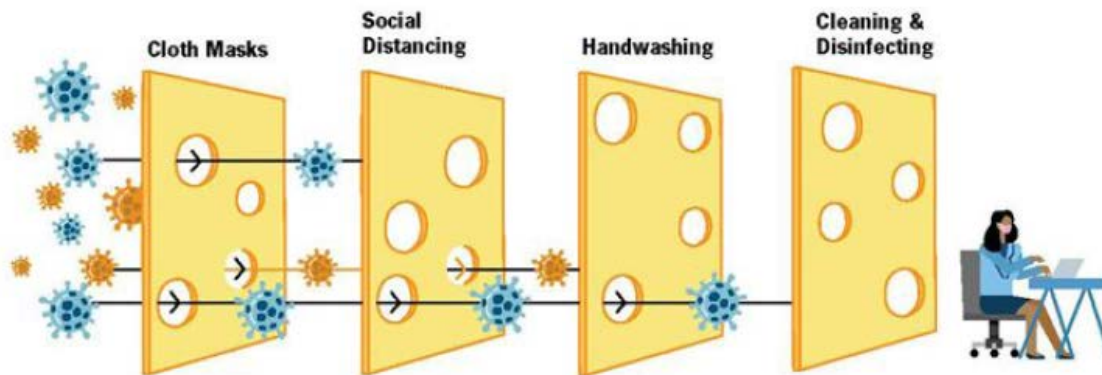
There is a lot of stress from the uncertainty caused by the COVID-19 pandemic, from fear of the illness, financial insecurity, and a disruption to our routines. Touro has options to assist our students, faculty and staff with mental and emotional health.

AnthemEAP (Employee Assistance Program) is available if you need support during this stressful time. Telephone or video counseling is available. You can access this service using most smartphones, tablets, or computers with a camera. Visit <https://AnthemEAP.com> or call 1-800-865-1044 for confidential help.

Students needing mental or emotional support may contact Student Counseling Services ([SCS@tun.touro.edu](mailto:SCS@tun.touro.edu) or call 702-777-9971). Students may also utilize AnthemEAP via [AnthemEAP.com](https://AnthemEAP.com) or call 1-800-865-1044 for confidential help.

# CAMPUS HEALTH & SAFETY GUIDE

The individual responsibilities of each student, faculty, and staff member are essential in maintaining campus health and safety.



Credit: Cleveland Clinic, Return to Work Amid Covid 19: A Cleveland Clinic Guide

To keep our community safe, we need to practice multiple steps of protection. Touro is implementing these steps to reduce the spread of COVID-19.

1. **Face Coverings:** these must be worn at all times on the Touro campus. The appropriate use of face masks or coverings is critical in reducing risks to others near you. You could spread COVID-19 to others even if you do not feel sick. You may wear a cloth face covering or a disposable face mask. A cloth face covering should be worn only for one day at a time; **it should fit over your nose and under your chin**; it should be properly laundered before use again. Having a one week supply of cloth face coverings can help reduce the need for daily laundering. Avoid touching the front of your face covering, your eyes, nose or mouth especially when removing. Wash your hands before and after handling your mask. PLEASE NOTE: Wearing a face covering is not a substitute for physical distancing.
  - a. A mask or face covering is not required if you are working alone in a confined office space.
  - b. Masks/face coverings should be worn by all persons in reception and receiving areas.
  - c. Masks/face coverings should be used when inside any TUN facility where others are present, including when walking in narrow hallways where others travel and open areas.
  - d. **Gloves:** Faculty, staff, and students working in high-risk areas such as the Touro Health Clinic or Student Health may need to wear gloves as part of their PPE where appropriate. Gloves should be worn as prescribed by clinical or lab procedures, policies, or normal use situations.
  - e. **Goggles/Face Shields:** You are not required to wear goggles or face shields as part of general activities on campus. Goggles or face shields may be appropriate when in close contact such as in teaching labs and research labs; in these settings, they will be provided by Touro.

2. **Social Distancing:** Keeping space between you and others is one of the best tools we have to avoid being exposed to the COVID-19 virus and slowing its spread. Because people can spread the virus before they know they are sick, or without ever developing symptoms, it is important to keep your distance from others, even if you have no symptoms or are wearing a face mask or covering. Physical distancing is important for everyone, especially to help protect people who are at higher risk of getting very sick. Faculty, staff, and students must follow these physical distancing practices (except when necessary in academic labs and or clinical patient encounters): stay 6 feet away from other people; minimize group size; stay out of crowded places and avoid gatherings.
3. **Handwashing:** Washing our hands is one of the easiest and most important things we can do to stay healthy and stop the spread of bacteria and viruses. You should wash your hands with soap and water for at least 20 seconds, especially after you have been in a public place, touched a surface, or after blowing your nose, coughing, sneezing, or touching your face.

If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, nose, and mouth. Wash your hands after touching your face.

- **Coughing and Sneezing Hygiene:** If you are in a private setting and are not wearing a face covering, always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow if a tissue is not available. Throw used tissues in the trash. Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not immediately available, clean your hands with alcohol-based hand sanitizers with greater than 60% ethanol or 70% isopropanol.
4. **Cleaning & Disinfection:** An advanced cleaning protocol has been developed detailing the daily and weekly cleaning of campus spaces. Cleaning and disinfecting processes are consistent with the CDC public health recommendations and OSHA guidelines for disinfection.

**a. Spaces & Schedules**

- Faculty and staff offices, suites, cubicle areas and research labs are the responsibility of the occupants to clean. This includes faculty and staff offices in the THC, CADD, and SHC. Trash cans must be left outside the door of offices for disposal. The facilities and janitorial team will NOT be cleaning desks, keyboards, touch screens, or remote controls. Touro will provide disinfecting wipes for this purpose. Vacuuming and cleaning of floors in offices and suites will continue once per week.
- Teaching & Study Spaces (Lecture halls, lab classrooms) will be cleaned twice daily: during the lunch break and at the end of the day. Students will be expected to help sanitize areas used for lab exercises, as directed by course faculty.
- Practice Stations (OMM tables, Ultrasound stations, and Task trainers) will be cleaned between reservations.
- Common Spaces (building entries, lobbies, elevators, hallways, restrooms)
  - Lobbies, hallways, and entry areas will be cleaned daily.

- High Touch surfaces (restrooms, elevators, doors and door handles, light switches, hand railings, sink handles, and grab bars) will be cleaned throughout the day and overnight.
  - Outdoor items (bicycle racks, doors and door handles, electric chargers, picnic tables, and security blue lights) will be cleaned throughout the day and overnight.
  - Mobile Healthcare Clinics will be cleaned daily.
  - Touro Health Center, Student Health Center, and the Center for Autism will be cleaned throughout the day and overnight.
- Campus will undergo a deep cleaning during holidays or extended closures.
- b. **Process & Products** - The CDC's *Considerations for Institutes of Higher Education May 30, 2020* updated guidance specifically recommends routine disinfecting and cleaning of surfaces and objects that are frequently touched using the cleaners typically used, according to the directions on the label. The CDC says that most common EPA registered household disinfectants should be effective. When known positive cases of COVID-19 exist, additional steps will be taken to clean and disinfect the affected areas.
  - **Cleaning & Disinfecting Supplies:** The Asset Management Department will centrally stock COVID-19-related cleaning supplies. Departments and units should place orders for gloves, hand sanitizer and CAVI Wipes /disinfectant wiping materials with Asset Management through the ASAP System. To encourage uniformity across campus, all products provided are consistent with those currently used by custodial staff. Safety Data Sheets (SDS) for proper use of university-provided cleaning supplies are available upon request. Hand sanitizer and cleaning supplies will be provided at no cost to departments or units. Departments and units will be responsible for placement and distribution of hand sanitizer and cleaning supplies within their areas. Hand sanitizer also will be available at key locations within all buildings. Departments and units should not purchase other disinfectant supplies for their areas. Please act responsibly when requesting supplies to ensure that the campus wide community can be served.
- c. **Sanitizer Stations** – The Facilities Department will maintain hand-sanitizer stations at building entrances, elevator stops, and high-traffic areas. Touro will use and provide products that meet the EPA's criteria for use against COVID-19 and are appropriate for the surface.
- d. **Air Quality Management** -- The Facilities Department, in alignment with the guidelines released by the CDC concerning building system operations to stop the spread of COVID-19, as well as guidance from the American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE), is committed to providing the safest environment for students, faculty, staff, patients, and visitors. The guidance from these sources includes increasing the amount of outside air delivered to spaces, using high-efficiency filtration in systems that circulate air around spaces, and maintaining temperature levels within spaces. The University is implementing strategies to comply with these guidelines. The Facilities Department will adhere to ASHRAE published guidance for safe and healthy buildings, emphasizing the close management of indoor air quality.

# MANAGEMENT RESPONSIBILITIES

Touro University Nevada recognizes the responsibility to provide a safe campus is a responsibility we all share. We have always taken that responsibility seriously and have implemented protocols to address the COVID-19 pandemic.

Leadership from each department/school/college has been involved in developing plans to minimize contact between employees as well as students by using staggered schedules and virtual/remote workplaces.

The need to reduce the number of people on campus (density) to meet physical distancing requirements is imperative.

# FACULTY, STAFF & STUDENT RESPONSIBILITIES

## Employee and Student Training

Training for all employees and students on COVID-19 is provided online. A link to the trainings will be emailed to each employee and student. Program Directors for MHS, OTD, DPT, PA, Education and Nursing programs, the COM Senior Associate Dean (DO), and administrative supervisors are responsible for ensuring all staff and students have taken the required training before returning to campus.

## Community Responsibility Acknowledgement

Prior to returning to campus or an academic clinical education site (e.g., rotations, clerkships, practicums, fieldwork), faculty, staff, and students must complete the *Acknowledgement and Attestation* form attached to this guide that includes the following points:

- The serious nature of COVID-19
- The importance of each individual's knowledge of the risks presented by the COVID-19 virus
- The importance of monitoring their own health
- The need to follow all applicable policies and procedures as they are updated
- Their responsibility to notify appropriate personnel if they have been exposed to COVID-19 or have received a positive COVID-19 test result:
  - Students must notify the Office of Student Health at 702-777-9970 or [student.health@tun.touro.edu](mailto:student.health@tun.touro.edu). It is strongly recommended that students contact their program as well. As a matter of protocol, the Office of Student Health will alert the student's academic program.
  - Employees must notify the Office of Human Resources at 702-777-3855 or [Robert.Bailey@tun.touro.edu](mailto:Robert.Bailey@tun.touro.edu) as well as their direct supervisor.

## Concerns about Returning to Campus

- Employees who have been instructed to return to work on-site and have concerns about doing so due to a medical condition that places them in a higher risk group, those who are pregnant, or those who wish to request ADA Reasonable Accommodations related to returning to the campus should first consult with TUN's Office of Human Resources at 702-777-3855 or [Robert.Bailey@tun.touro.edu](mailto:Robert.Bailey@tun.touro.edu).
- Employees who have been instructed to return to work on-site and have concerns about doing so for reasons unrelated to their own personal health should first discuss their concerns with the supervisor. If the employee and the supervisor cannot reach an agreement, the employee and the manager should work with Human Resources.
- Students required to be on campus who have concerns about doing so due to a medical condition that places them in a higher risk group, those who are pregnant, or those who wish to request ADA Reasonable Accommodations should consult with TUN's student ADA Compliance Officer, Dr. Jennifer Obodai (by email at [jennifer.obodai@tun.touro.edu](mailto:jennifer.obodai@tun.touro.edu) or by phone at 702-777-3182).
- Students required to be on campus who have concerns about doing so for reasons unrelated to their own personal health should contact the following representative from their program or school:
  - School of Education: Dr. Robert Askey ([robert.askey@tun.touro.edu](mailto:robert.askey@tun.touro.edu))
  - School of Nursing: Dr. Theresa Tarrant ([theresa.tarrant@tun.touro.edu](mailto:theresa.tarrant@tun.touro.edu))
  - School of Occupational Therapy: Dr. Robyn Otty ([robyn.otty@tun.touro.edu](mailto:robyn.otty@tun.touro.edu))
  - School of Physical Therapy: Dr. Michael Laymon ([michael.laymon@tun.touro.edu](mailto:michael.laymon@tun.touro.edu))
  - School of Physician Assistant Studies: Dr. Philip Tobin ([phil.tobin@tun.touro.edu](mailto:phil.tobin@tun.touro.edu))
  - Doctor of Osteopathic Medicine: Dr. Terrence Miller ([terrence.miller@tun.touro.edu](mailto:terrence.miller@tun.touro.edu))
  - Master of Medical Health Sciences: Dr. Vladimir Bondarenko ([vladimir.bondarenko@tun.touro.edu](mailto:vladimir.bondarenko@tun.touro.edu))
- If the student and the program cannot reach an agreement, they should work with the Dean of the College.

## Social Distancing

- All individuals to stay at least 6 feet apart (exception for specific academic lab activities and clinical encounters).
- Allow only infrequent and intermittent passing within 6 feet.
- Eliminate contact with others (handshaking, hugging, etc.) outside of specific academic lab activities and clinical encounters.
- Minimize the number of people in common areas at the same time.
- Any place that a line forms, physical distancing should be maintained.
- Students, faculty, and staff should avoid congregating in close proximity during entry and exiting of the building, and should maintain adequate social distancing.
- For emergency evacuations that occur, face coverings are expected to be worn during the evacuations. Anyone working in personal spaces should keep face coverings readily accessible in preparation for these scenarios. Physical distancing shall be maintained when possible during these scenarios.
- Everyone is encouraged to take additional measures to protect themselves by frequent cleaning and disinfecting of surfaces in personal and Touro vehicles and to disinfect after refueling vehicles.

## SIGNAGE AND POSTERS

Touro has designed standard, branded information signage. The signage is focused on behavioral reminders and health information. Durable, professionally printed signs are located throughout campus.

Everyone is expected to follow signage on traffic flow through building entrances, exits, elevator usage, hallways, and similar common use areas. Be mindful to follow the directional signage and be prepared to change your daily routine to adhere to new circulation patterns.

Workplace measures include:

- Visual cues such as floor decals, colored tape, and signs indicating to people where they should sit or stand while waiting in line.
- One-directional signage for large open spaces with multiples throughways to increase distance between people moving through a space.

## GENERAL FACILITY REQUIREMENTS

### Hallways

When using hallways 6 to 8 feet in width, individuals should walk on the right side of all hallways and while using the stairs. This will create clear traffic flow and minimize incidental contacts within these common areas. Also, always keep 6 feet apart from anyone in front of you.

One-way traffic flows will be communicated through signage where hallway width is less than 6 feet to minimize incidental contact.

### Offices

No more than one person should be in the same office unless the required 6 feet of distancing can be consistently maintained. If more than one person is in an office, masks/face coverings should be worn at all times. A mask or face covering is not required if you are working alone in a confined office space unless someone else enters the room. Note: working in a partitioned work area in a large open environment does not constitute working alone.

### IT Help Desk

Two IT Help Desk Technicians will be present on campus Monday through Friday. The remaining members of the Help Desk staff will assist Faculty, Staff, and Students remotely. All health safety protocols are to be followed when engaging with IT Help Desk Technicians in person.



## **Division of Student Services (DOSA)**

DOSA will, as needed, have an on-campus presence to assist students with student health services, financial aid, bursar, registrar, and other student activities. The majority of DOSA are available to assist students remotely. All health safety protocols are to be followed when engaging with DOSA staff in person.

## **Classrooms and Lab classrooms**

Space requirements for teaching spaces and common areas vary depending on the primary activity taking place in the space. Configurations and layouts of each teaching space or common area have been provided to the Deans, Program Directors and Chairs to address the unique challenges of each space to adhere to social distancing protocols.

- Spaces designed for classroom instruction will be used as an extension of lab teaching spaces to adhere to social distances. Staggering of instructional labs start and end times will be implemented to ease congestion and hallway foot traffic.
- Lecture halls will be used as debriefing rooms or for lab activities as scheduled. After use as debriefing rooms or lab activities, the spaces will be cleaned and then may be scheduled by individual seats for student study spaces.
- Dedicated spaces will be available for student lab practice utilizing task trainers, ultrasound, or treatment tables and equipment on a reservation basis to ensure building occupancy levels and disinfecting schedules are maintained.

## **Touro Health Center**

The patient waiting room area will have seating spaced 6 feet apart. Signage will be posted to ensure patients sit and stand in line according to social distancing recommendations when in triage, hallways, treatment rooms, and check-out. Treatment rooms will be configured to support social distancing where possible.

## **Research Laboratory Spaces**

When working in a research laboratory, the normal safety standards still apply, in addition to current COVID-19 standards of physical distancing, enhanced personal hygiene and regular disinfection. Specific criteria and training have been developed for employees and students working in laboratory environments. Consult the Research Department at [Lori.Suleski@tun.touro.edu](mailto:Lori.Suleski@tun.touro.edu) or 702-777-1810 for information.

## **Restrooms**

The number of persons using a restroom facility at one time is limited to the number of sinks available per location. Each location will have a sign outside each restroom indicating the number of sink stations. Prior to entry in a restroom, please knock on the door and ask how many people are inside. If it is full, wait in the designated area for your turn to enter. Remember to wash your hands thoroughly with soap and water afterward to reduce the potential transmission of the virus.

## **Elevators**

No more than one person may use an elevator at a time, so please consider using the stairs whenever possible. If you are using the elevator, wear your mask or face covering and avoid touching the elevator buttons with your exposed hand/fingers, if possible. Wash your hands or use a hand sanitizer that contains at least 60% alcohol or 70% isopropanol upon departing the elevator. Wait for the elevator in the designated area to maintain the necessary 6 foot separation.

## **Water Fountains/Water Bottle Stations/Coffee Stations/Vending/Café Katan**

The water fountains, water bottle filling stations, coffee stations, vending machines, and Café Katan are currently unavailable. Bottled water will be provided as needed, but you are encouraged to bring your own beverages. Keep in mind the length of time you will be on campus and bring an appropriate quantity.

## **Shared Equipment**

To the maximum extent possible, we will eliminate shared equipment (such as phones, desks, office supplies). If items must be shared, they must be disinfected after every use. This includes: computers, A/V and other equipment, copiers, desks, tables, chair arms, light switches, door handles, etc.

## **Conference Rooms**

Convening in groups increases the risk of viral transmission. Meetings should be held using the extensive range of available collaboration online tools (e.g. Zoom, GoogleMeet, telephone, etc.). Even while on campus, you are encouraged to communicate with your colleagues and supervisors as needed by email, Zoom, telephone or other technologies rather than face-to-face.

If you do meet in person, you must meet the restrictions of local, state and federal orders. In-person meetings should not exceed 50 percent of a room's capacity, assuming everyone can still maintain 6 feet of separation for social distancing requirements.

Departments should remove or rearrange chairs and tables or add visual cue markers in meeting rooms to support social distancing practices among attendees. Everyone should wear a mask or face covering while sharing space in a common room.

## **Food**

Students and employees are encouraged to take meal breaks at home, in personal vehicles, or off-campus. If individuals have a medical condition and require food for that condition during the time they are on-campus, they may excuse themselves to a private area to take a break. They should then clean the area after use, throw trash in an appropriate container, and wash their hands thoroughly. Because masks must be removed to eat which can increase possible spread of COVID-19, everyone is discouraged from eating in the building. There is no food service and vending machines are empty, nor are common areas available. Teaching spaces will be utilizing the lunch break time to clean and sanitize before afternoon lab sessions begin.

# CAMPUS SCREENING AND ENTRY

Touro continues to be a closed campus with key-card badge access with limited entry points. A new badge access system has been implemented during our closure as an upgrade to our previous system. This new system allows us to regulate and monitor entry to ensure our density of people on campus does not impair our physical distancing requirements.

Individuals who have COVID-19, suspect they may have COVID-19 or who have symptoms consistent with COVID-19 may not enter campus.

## Temperature Check Stations

All students, faculty, staff, patients, and visitors will be required to have their temperature checked prior to entering campus buildings. Temperature Check Stations will be set up on campus property. Each car will pull up to the check point where the occupant will have their temperature taken and will be asked the standard COVID-19 health assessment questions. If the screening allows entry, the person will be provided a wristband which will be checked by Security at the entry points to campus buildings. Should any of the COVID-19 questions result in an affirmative answer, the individual will be asked to return home. Should an individual arrive on campus in transportation that is exposed to the elements, such as motorcycling, bicycling or walking, that individual will be asked to wait in the shade (by back door under tree near bicycle stand) until their internal body temperature has cooled to the point that an adequate temperature reading can be done.

## Badge Access Control

All employees and students issued a badge/key-access control card will be required to “badge-in” and “badge-out” upon each and every entry and exit of the campus building. This requirement is to ensure that occupancy within the building meets the Governor’s directive.

## Doors

- When possible, commonly used interior doors should be left open during normal-use hours. Leaving interior doors open will reduce the number of high-contact surfaces that need to be cleaned during the day.
- For doors that must remain closed for temperature reasons and/or to comply with fire and safety code, a hand sanitizer will be located near the doors.

**Please note:** Exterior doors should never be left open or propped open.

# HEALTH MONITORING REQUIREMENT

These University guidelines and protocols will help TUN reduce the risk of virus transmission among faculty, staff, students, families, patients, visitors, and others. One of the most critical elements of achieving this goal is to identify people with suspected COVID-19 based on their symptoms or exposure status. Therefore, there are multiple scenarios in which we will ask you not to come to campus or go to an academic clinical education site (e.g., rotations, clerkships, practicums, fieldwork). These conditions may include:

- You have tested positive for COVID-19.
- You have been exposed to COVID-19 or have been identified as a close contact of someone with COVID-19.
- You have symptoms consistent with COVID-19.

Under these circumstances, you should not come to campus or an academic clinical education site (e.g., rotations, clerkships, practicums, fieldwork). If you have been exposed to COVID-19, you should consult your healthcare provider and get tested for COVID-19 if you have not already done so. You also must report your exposure to the Office of Student Health or Office of Human Resources.

## Symptom Monitoring

COVID-19 is highly transmissible and can easily be spread by people who do not know that they have the disease. You must be free of symptoms potentially related to COVID-19 or have met clearance criteria as described below to be eligible to report to campus or an academic clinical education site (e.g., rotations, clerkships, practicums, fieldwork). **In addition, all policies at the site must be followed.** The CDC has identified several symptoms associated with COVID-19. At present, symptoms associated with the virus include one or more of the following:

- Fever
- Chills or shivers
- Muscle pains or aches (not due to exercise)
- Cough (worse than usual if you have a daily cough)
- Shortness of breath or trouble breathing
- Headache (worse than usual if you have headaches)
- Scratchy or painful sore throat
- New loss of taste and smell
- Nausea/vomiting/diarrhea/stomach cramps
- Dizziness and lightheadedness
- Sneezing, runny nose, or congestion (worse than usual if this is common for you)
- Fatigue that is unusual or more severe than normal
- Eyes are unusually red or painful

You should monitor your health daily. If you have questions about your exposure, have a recorded temperature of greater than 100.4 degrees, or have any of the symptoms mentioned above, you should not come to campus, but you should contact your medical provider for an assessment and possible COVID-19 testing. You should also self-isolate and maintain at least 6 feet of distance from others while you are symptomatic as a precaution.

## Access to Campus

Before entering campus buildings, all individuals (students, faculty, staff, and visitors) will complete a mandatory health screening assessment and temperature verification for each day.

- Any individual who responds affirmatively to the health screening assessment will be advised to return home. If exposure to COVID-19 is suspected, they should contact their health care provider for evaluation and testing.
- If an individual develops symptoms while on campus, the individual must leave campus. If exposure to COVID-19 is suspected, they should contact their health care provider for evaluation and testing.
- If an individual has in the past 14 days tested positive for COVID-19, has been exposed to COVID-19 or has been in close contact with someone with COVID-19, the individual must meet clearance criteria (see below) before entering campus or going to an academic clinical education site (e.g., rotations, clerkships, practicums, fieldwork). Individuals in this category who still have symptoms may not return to campus or academic clinical education sites until after symptoms are gone.
- Individuals with symptoms possibly related to COVID-19 may not enter campus or go to an academic clinical education site (e.g., rotations, clerkships, practicums, fieldwork). Students, faculty, or staff who come to campus or (e.g., rotations, clerkships, practicums, fieldwork), even if it is just to make a quick visit to pick something up, should conduct symptom monitoring every day before arriving.

## Reporting Requirements for Exposure and Positive COVID-19 Test Results

Individuals who are exposed to COVID-19 or who receive a positive COVID-19 test result must notify Touro as soon as possible.

- Students must notify Student Health at 702-777-9970 or [student.health@tun.touro.edu](mailto:student.health@tun.touro.edu). It is strongly recommended that students contact their academic program as well. As a matter of protocol, the Office of Student Health will alert the student's academic program.
- Employees must notify the Office of Human Resources at 702-777-3855 or [Robert.Bailey@tun.touro.edu](mailto:Robert.Bailey@tun.touro.edu) as well as their direct supervisor.
- All others – contact the Touro Health Center at (702) 777-4809

Touro will cooperate and support the Southern Nevada Health District (SNHD) in their contact tracing efforts following any positive test. If a faculty, staff, or student who has been on campus is confirmed to have a COVID-19 infection, persons who were identified as being in contact with that individual will be notified.

## Clearance Criteria to Return to Campus

Status	Group	Clearance Criteria
Diagnosis	COVID-19 positive + symptoms	<ul style="list-style-type: none"><li>• 5 days with no fever (without fever-reducing medications) AND</li><li>• Improvement in acute respiratory symptoms (e.g., cough, shortness of breath) AND</li><li>• 10 days after symptoms begin</li></ul>
	COVID-19 positive + no symptoms	<ul style="list-style-type: none"><li>• 10 days after date of positive test</li></ul>
Possible exposure	Possible exposure + symptoms	<ul style="list-style-type: none"><li>• 14 days after exposure date</li></ul>
	Possible exposure + no symptoms	<ul style="list-style-type: none"><li>• 14 days after exposure date</li></ul>
No known exposure	No known exposure + symptoms	<ul style="list-style-type: none"><li>• After recovery (symptoms are gone)</li></ul>

- Individuals who have **tested positive for COVID-19** and **have had symptoms** may not return to campus or academic clinical education sites until (1) 5 days have passed with no fever (without the use of fever-reducing medications), (2) acute respiratory symptoms (e.g., cough, shortness of breath) have improved, and (3) 10 days have passed after the first symptoms appeared. Individuals in this category who still have symptoms may not return to campus or academic clinical education sites (e.g., rotations, clerkships, practicums, fieldwork) until after symptoms are gone.
- Individuals who have **tested positive for COVID-19** and **did not have any symptoms** may not return to campus or academic clinical education sites (e.g., rotations, clerkships, practicums, fieldwork) until 10 days have passed since the date of the positive test.
- Individuals who **may have been exposed to COVID-19** (e.g., had contact for 15 minutes or more cumulative within six feet of someone with COVID-19) may not return to campus or academic clinical education sites, etc. for 14 days after the exposure date.
- Individuals with **symptoms** who have **no known exposure** may not return to campus or academic clinical education sites, etc. until after symptoms are gone.

## TRAVEL

Touro will continue to follow the Touro College & University System (TCUS) policy restricting university sponsored travel. All university sponsored international travel to countries that are designated with a Center for Disease Control (CDC) warning Level 3 Travel Notice is prohibited. **All other university-sponsored international or domestic travel requires prior approval by executive leadership.**

Initial requests for university-related travel must be submitted to either your dean or department who will then consult with senior leadership. **Without prior travel authorization, Touro will not reimburse any part of the travel and employees must charge days out of the office to vacation and/or personal time.** In addition, failure to request prior travel authorization will be considered a violation of policy.

Out-of-state clinical rotations and auditions may continue as a necessary need for students to successfully complete their program.

Employees should check updated travel guidelines before planning personal travel and before requesting for university-related travel.

## PERSONAL SAFETY PRACTICES

Students, faculty, or staff will be required to complete an online training related to health and safety prior to returning to campus, as noted above.

In order to protect the health of the entire community, we are not only responsible for following the safety practices ourselves but also responsible for helping our colleagues to follow them as well. When you see someone who has forgotten to put on their mask or forgotten to clean a common area, simply remind them of proper protocol with a polite, "Please." For example, "Please wear a mask when you're in the office." And for those of us who receive a reminder from a colleague, we should politely say "Thank you" and immediately resume the proper safety protocol.

## **Personal Protective Equipment**

Employees may be required to wear personal protective equipment (gloves, gowns, face shields, etc.) or respiratory protection due to the nature of their work.

Research will order PPE as needed through the established procurement procedures. All other departments should submit PPE requests to the Accounting/Procurement Office.

## **ADDRESSING NONCOMPLIANCE**

Students, faculty, and staff will be expected to comply with all university policies and protocols designed to reduce the spread of the COVID-19 virus and promote health and safety.

Intentional or reckless disregard for these policies and protocols by students will be addressed through the Division of Student Affairs using existing sanctioning considerations found in the University Catalog, including reviewing the potential impact on the community in the evaluation of the nature and severity of the incident, which may support an enhanced sanction.

The Faculty Handbook provides that Faculty may be disciplined for violations of the University's standards of conduct. The process for reaching a decision to discipline a faculty member is overseen by the Dean in consultation with the Provost.

The TUN Administrative Employee Handbook provides that a staff member may be disciplined for violations of the University's standards of conduct. University policies outline processes for correcting single and repeated failures to comply with policies and protocols. Violations will be handled according to approved processes.