

UPMC Schools of Nursing  
 Safe Return and Reopening Plan  
 Fall Semester 2020 (August 31<sup>st</sup> – December 18<sup>th</sup>, 2020)

The UPMC Schools of Nursing plan to safely reopening and return to in-person didactic and clinical education on August 31<sup>st</sup>, 2020. The following plan has been developed and approved by the UPMC Schools of Nursing Executive Leadership Committee and will be fully implemented on August 31<sup>st</sup>, 2020.

<b>PA Department of Education Recommendation</b>	<b>UPMC Schools of Nursing Specific Plan</b>
<p>Provide students with hygiene information and clearly post information in places that have high student traffic on campus.            Place signs in key areas and reminders in restroom facilities to encourage handwashing.</p>	<ul style="list-style-type: none"> <li>• Signs indicating the importance of hand hygiene, proper masking, social distancing and monitoring for the signs of COVID-19 were obtained from the CDC website and UPMC.</li> <li>• Signs are posted in high traffic areas included but not limited to building entrances, classrooms, restrooms, and hallways.</li> </ul>
<p>Supply appropriate hand sanitizer, hand wipes, or hand soap for students, staff, and visitors.            Conduct regular cleaning and disinfecting of surfaces and objects that are frequently touched. This includes cleaning objects or surfaces not ordinarily cleaned regularly (e.g., doorknobs, light switches, classroom sink handles, countertops, etc.).            Disinfectant supplies should meet EPA’s criteria for use against SARS-CoV-2 (COVID-19).            Follow additional CDC guidance for cleaning and disinfecting community facilities.</p>	<ul style="list-style-type: none"> <li>• All classrooms and public areas will be equipped with hand sanitizer for student, staff and visitor use.</li> <li>• All restrooms are adequately stocked with hand soap, paper towels, and hand sanitizer.</li> <li>• All high touch areas will be cleaned twice a day and as needed. Additional cleaning products will be available for students and staff to wipe down individual work areas before and after usage.</li> <li>• All cleaning products are ordered through Building specific cleaning company and/or UPMC Supply Chain and meet the EPA criteria.</li> <li>• All cleaning is conducted through UPMC Environmental Services and/or building specific environmental services and is in accordance with the CDC guidelines.</li> </ul>
<p>Face coverings should be worn by all students, faculty, and staff in all classrooms, public shared spaces on campus, or in areas where social distancing cannot be observed.            Institutions may require students to provide their own face coverings but must make their best effort to ensure an adequate supply of face coverings. The DOH has provided guidance on how to make a homemade mask.</p>	<p>School premises</p> <ul style="list-style-type: none"> <li>• Face masks/ shields will be required at all times.</li> <li>• Students are to provide their own cloth masks.</li> <li>• The school will have a supply of paper masks for students who do not have a cloth mask.</li> <li>• Students refusing to wear a mask are subject to disciplinary action through code of conduct.</li> </ul> <p>Clinical Facilities</p> <ul style="list-style-type: none"> <li>• Students are to arrive at the clinical facility wearing a mask.</li> </ul>

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<p>Individuals unable to wear face coverings due to a health condition or disability should be encouraged to be extra cautious about maintaining proper social distance and observing all other hygiene protocols. Communicate face covering and hygiene practices to individuals on campus.</p> <p>When warranted, ensure the availability of personal protective materials, such as masks, face shields, or gloves required for a specific program or co-curricular activity.</p> <p>Institutions can acquire personal protective materials using the Pennsylvania COVID-19 PPE &amp; Supplies Business-2-Business (B2B) Interchange Directory.</p>	<ul style="list-style-type: none"> <li>• All students will be provided with a new surgical mask upon entrance to the clinical facility during the screening process.</li> <li>• These masks are acquired and provided by UPMC Supply Chain and meet all requirements for hospital-grade PPE.</li> <li>• Students in the clinical setting will following the PPE Guidelines of UPMC and will be provided with any additional required PPE for the appropriate clinical situation.</li> </ul> <p>Students unable to wear a face mask due to a health condition or disability:</p> <ul style="list-style-type: none"> <li>• Students will follow the UPMC Schools of Nursing Request for Accommodations policy.</li> <li>• The Director of Student Affairs and Recruitment will consult with the UPMC Disability office to determine the appropriate accommodation for the student.</li> <li>• The student will be notified of the accommodations in writing as per policy.</li> </ul> <p>All students and faculty are required to complete education regarding proper PPE through UPMC Wolfe Center.</p>
<p>Students, faculty, and staff should maintain a safe social distance of at least 6 feet apart when feasible. This includes offices, classrooms, laboratories, hallways, restrooms, common areas, and outdoor spaces.</p> <p>Install plastic partitions or barriers into places where social distancing cannot be observed (e.g., student service counters, cash registers, dorm spaces, bathroom sinks, etc.).</p> <p>Provide guidance such as tape on floors or sidewalks to enforce social distancing.</p> <p>Limit appointments with student service offices (e.g., financial aid, registrar, etc.) to scheduled appointments for non-emergency issues.</p>	<ul style="list-style-type: none"> <li>• All spaces within the school facility have been redesigned to encourage and enforce the appropriate social distances while the students are participating in in-person education.</li> <li>• Plastic partitions have been installed throughout the facility where high traffic occurs or the appropriate social distancing cannot always be maintained. This includes but is not limited to in front of classroom podiums, main office/ registrar desks, faculty offices, bathroom sinks, etc.</li> <li>• Signs and/or tape have been placed on floors in hallways to provide a visual reminder for social distancing.</li> <li>• It is recommended that all appointments with financial aid occur virtually via Microsoft TEAMS. Students are encouraged to communicate with the registrar and financial aid office via email whenever possible.</li> </ul>

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<p>Encourage alternative methods of contact such as email, chat, and telephone calls.</p>	<ul style="list-style-type: none"> <li>• It is recommended that all appointments with faculty for academic support and clinical evaluation occur virtually via Microsoft TEAMS. Students are encouraged to communicate with faculty via email whenever possible.</li> </ul>
<p>Other social distancing strategies include grouping students into cohorts that live on campus, use shared facilities, and attend courses together to minimize the frequency of contact.</p>	<p>All UPMC Schools of Nursing are commuter schools. No students live on the campus of the nursing school.</p> <p>UPMC Shadyside School of Nursing and UPMC Jameson have a collaborative program with Chatham University and Westminster University. These students will also need to follow guidelines that are in place at the respective university.</p> <p>UPMC Shadyside / Chatham University: <a href="https://chatham.edu/fall2020/index.html">https://chatham.edu/fall2020/index.html</a></p> <ul style="list-style-type: none"> <li>• A student will need to quarantine if they test positive for COVID-19 or are directed to quarantine based upon the advice of a medical professional.</li> <li>• A student who is directed to self-isolate is someone who may be running a fever (100.4 or higher) and displaying no other COVID-19 symptoms or is directed to isolate due to an exposure to someone with a positive COVID-19 diagnosis.</li> <li>• Following the guidance of the Centers for Disease Control (CDC), Chatham has implemented a quarantine period for students who test positive for COVID-19. The quarantine period will last for 14-days or until the positive student is deemed to no longer be contagious by a medical professional with supporting documentation. Residential students relocated to a quarantine space agree to remain in their assigned quarantine space while monitoring their health throughout the duration of their quarantine self-isolation period.</li> <li>• Chatham has implemented a self-isolation period for those students who need to self-isolate due to COVID-19 exposure, sickness or other reason. The self-isolation period will last for 5-14 days and no further symptoms develop, or until the student receives a negative test or is cleared by a medical professional.</li> </ul>

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	<p>UPMC Jameson / Westminster University:</p> <ul style="list-style-type: none"> <li>• Students will be given a COVID care kit containing a digit thermometer, 2 soft cloth face coverings and hand sanitizer</li> <li>• Students are responsible for self-screening and are told to self-isolate at the first sign of any symptoms, notify the wellness center to be tested.</li> <li>• Students are to complete the conduct addendum on their move in day/first day of class and are responsible for viewing proper donning and doffing techniques with use of face coverings.</li> <li>• Nursing cohorts will be housed in the same dorms</li> <li>• Classes are hybrid format, utilizing large areas throughout campus to allow for proper social distancing.</li> </ul>
<p><b>Limit Large Non-Instructional Gatherings or Congregation in Communal Spaces</b>          While large gatherings are prohibited in the red phase, non-instructional gatherings should not exceed more than 25 people in the yellow phase and 250 in the green phase.          Reduce common seating areas on campus, in classroom buildings (including the library), and in dining facilities.          During periods of increasing or high community transmission, schools should consider further restricting gathering size of spectators for large events such as athletic games, socials, parades, homecoming activities or festivals.          Student groups should be advised to host remote group events, gatherings, or meetings, to the extent possible.          Stagger the use of gyms, game rooms, and lounges, and restrict the number of people allowed in at one time to ensure safe social distancing. Clean and disinfect between uses.</p>	<ul style="list-style-type: none"> <li>• Large instructional gatherings are limited to graduation ceremonies at the end of each semester. These ceremonies will be conducted in accordance with the current PA Department of Health, Allegheny County Department of Health, CDC Guidelines, and PA Governor orders at the time of the event.</li> <li>• Common student lounges will be closed during the fall semesters. At the UPMC Schools of Nursing are a commuter schools, schedules have been designed to avoid large break times in which students will need to remain on campus.</li> <li>• Libraries are housed on the accompanying UPMC hospital campus (exception UPMC Jameson). Student are expected to follow the social distancing guidelines posted by the library at their individual facility.</li> <li>• Dining facilities only exist on the UPMC Mercy SON campus. Students are expected to follow the school distance guidelines established in the cafeteria in relation to flow and seating.</li> <li>• The UPMC Schools of Nursing does not hold large spectator gathering events.</li> <li>• All Student Service Committee meetings will be held virtually.</li> </ul>

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<p>Return to School</p>	<p>Travel</p> <ul style="list-style-type: none"> <li>• As part of the UPMC Health System, the UPMC Schools of Nursing will follow the current UPMC travel recommendations.</li> <li>• The UPMC Schools of Nursing has recommended that students who are currently residing outside of Pennsylvania relocate to the Pittsburgh area by August 17<sup>th</sup>, 2020 to allow for a 14-day quarantine prior to classes starting.</li> </ul> <p>Pathways students (Students living on a college campus):</p> <p>UPMC Shadyside / Chatham University</p> <ul style="list-style-type: none"> <li>• Chatham is asking all students to self-isolate at home for 14-days prior to coming to campus. This does not mean you are being quarantined. This means limiting exposure to those that do not live with you or who do not reside in your home environment. If you need to go out to a store or public area for various errands, please wear a mask when in public or in any area where you are with people you do not live with.</li> </ul> <p>UPMC Jameson / Westminster University</p> <ul style="list-style-type: none"> <li>• Students are to arrive 8-17-2020 and will return home on November 25, 2020.</li> <li>• Students are responsible for completing a series of health and wellness training by August 10, 2020.</li> <li>• Students will be assigned move in day in phases which will be highly structured to remain in compliance with physical distance guidelines.</li> <li>• Students are expected to self-monitor and keep a daily log.</li> </ul>
<p><b>Limit Number of Students in the Classroom</b>          Consider limiting class size to accommodate appropriate social distancing of 6 feet between individuals when feasible or implement other social distancing strategies that reduce risk of transmission between students in the classroom.</p>	<ul style="list-style-type: none"> <li>• All classrooms have been reduced in size to ensure the proper distancing is occurring. In-person seating will not exceed the reduced limits.</li> <li>• All extra seats and furniture have been removed from the areas. Where stadium-style seating occurs, rows and chairs have been taped off.</li> </ul>

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<p>Consider taping off seats or rows to ensure social distancing.          Consider holding smaller classes in larger spaces.          Consider repurposing spaces such as gyms and large ballrooms as classrooms or labs to facilitate social distancing.          Consider holding classes outside.</p>	<p><b>Classroom Schedules</b></p> <ul style="list-style-type: none"> <li>• Classes will be offered in a mixed format of in-person, hybrid, and virtual for the appropriate student level.</li> <li>• Each class will occur in the same assigned classroom throughout the semester.</li> <li>• Students will be given an assigned seat.</li> </ul> <p><b>Clinical Lab Schedules</b></p> <ul style="list-style-type: none"> <li>• Students will be assigned to a group at the beginning of the semester.</li> <li>• The group will be assigned to the same room for each lab session when possible.</li> <li>• Students will not rotate between rooms on lab days.</li> <li>• Virtual instructions will be utilized to limit the number of students participating in in-person lab days.</li> </ul> <p><b>In-hospital Clinical</b></p> <ul style="list-style-type: none"> <li>• Students within one year of graduation will begin clinical September 1<sup>st</sup>.</li> <li>• Students will be assigned in groups of 4 students: 1 instructor.</li> <li>• Students in the med-surg setting will be assigned to the same clinical unit and instructor for the duration of the course. Students will remain on the unit and not accompany patients to surgical or testing areas. Students will limit the number of patients they care for to avoid exposure (no more than 2), with the exception of students completing a preceptorship in the transitions course.</li> <li>• Students in the specialty setting (Nursing 301) will rotate between a pediatric, obstetric and mental health clinical facility within the 16-week course.</li> <li>• Students not within a year of graduation (Nursing 102) will not begin clinical prior to September 14<sup>th</sup>. The individual school of nursing may elect to complete this entire course in the lab and virtual setting depending on unit availability.</li> </ul>
<p><b>Control Entrance and Exits to Buildings</b>          Consider providing touchless entry to buildings where possible.</p>	<p>As each school building as a unique location, this is school specific:</p> <p><b>UPMC Jameson SON</b></p> <ul style="list-style-type: none"> <li>• UPMC Jameson SON is located offsite 1 mile from UPMC Jameson.</li> </ul>

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<p>Consider designating limited entrance points without prohibiting access for students and staff with disabilities.          Post and communicate changes to building entrance procedures.</p>	<ul style="list-style-type: none"> <li>• Students and Faculty must complete self-screening using the screening app and link provided by UPMC prior to entering the building. Faculty will have access to view this link, along with students’ responses.</li> <li>• All students will enter the building through the back entrance and exit through the main entrance.</li> <li>• If a student does not have appropriate face covering, one will be provided at the door.</li> </ul> <p>UPMC Mercy SON</p> <ul style="list-style-type: none"> <li>• UPMC Mercy SON is located within UPMC Mercy.</li> <li>• Students must enter via the designated hospital entry points.</li> <li>• Students must complete the screening prior to entering, including temperature screening.</li> </ul> <p>UPMC Shadyside SON</p> <ul style="list-style-type: none"> <li>• UPMC Shadyside SON is located offsite in the Motor Square Garden Building.</li> <li>• Students may enter either entrance. Signage will be posted directing students to appropriate School entrance.</li> <li>• Students are responsible for self- prescreening prior to entering (refer to page 9-10)</li> <li>• Students must complete the screening process designated by Motor Square Garden property owners during scheduled business hours.</li> </ul> <p>UPMC St. Margaret SON</p> <ul style="list-style-type: none"> <li>• UPMC St. Margaret SON is located offsite 1.8 miles from UPMC St. Margaret</li> <li>• Students must enter via the main entrance</li> <li>• Students are responsible for self- prescreening prior to entering (refer to page 9-10)</li> </ul>
<p><b>Space Accommodations</b></p> <p>Consider limiting occupancy in buildings to enable social distancing.</p>	<p>Addressed in previous sections.</p> <p>All buildings remain ADA accessible and will not be altered by building restrictions.</p>

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<p>Consider reconfiguring dining facilities and operations to ensure that students are 6-feet apart or that partitions are in place that provide added protection. Further, consider reducing seating and offering carry out and delivery options. Ensure that strategies and interventions implemented do not prohibit access for students with disabilities, including physical locations/spaces, instruction, student services, and activities if they are limited. Ensure all space accommodations follow ADA laws and regulations.</p>	
<p><b>Ventilation</b></p> <p>Ensure that ventilation and exhaust systems are properly operating and increase circulation of outdoor air as much as possible. Open windows if possible.</p>	<ul style="list-style-type: none"> <li>• Individual schools of nursing will collaborate with building maintenance to ensure ventilation systems are properly functioning at all times.</li> <li>• Windows will be opened during class sessions when and where possible. If not possible, doors will remain open to provide further ventilation.</li> </ul>
<p><b>Bathroom Facilities</b></p> <p>Develop guidelines for the use and cleaning of bathrooms consistent with CDC guidance. Practice 6 feet of social distancing, or other physical distancing strategies, when using bathroom facilities, including showers, sinks, toilets, and urinals. Consider separating shower stalls with physical barriers, where feasible, and clean regularly. If no barriers are in place, consider other social distancing practices like using every other shower stall or limiting the number of students at any given time.</p>	<ul style="list-style-type: none"> <li>• UPMC Schools of Nursing do not house dormitories.</li> <li>• Bathrooms within the school will be cleaned on a more regular basis.</li> <li>• Bathroom occupancy have posted to promote social distancing.</li> <li>• Plastic barriers have been installed between sinks.</li> </ul>



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<p>Consider assigning students to bathrooms and other facilities by zones, or other criteria, to limit cross contamination and to control traffic flow.</p>	
<p><b>Clinical Health Services</b></p> <p>Plan to enhance your provision of health services, if possible.</p> <p>Campus health personnel and administrators should establish a protocol for reporting exposures, cases, and outbreaks of COVID-19 on campus to DOH.</p> <p>Encourage faculty and staff to access health services with their health care provider.</p> <p>Establish and publicize COVID-19 specific protocols.</p> <p>Establish protocols for limiting in-person visits and transitioning to telehealth when possible.</p>	<p>COVID specific policies are protocols are published in the student handbook and course syllabi.</p> <p>All students are asked to self-prescreen prior to proceeding to the school. Students with a positive screen <b>MUST</b> stay home</p> <ol style="list-style-type: none"> <li>a. Students with the following symptoms are asked to stay home: Fever (&gt;99.5F), chills, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.</li> <li>b. If you are experiencing trouble breathing, persistent pain or pressure in the chest, new confusion, unable to stay awake, blue lips or face seek immediate medical attention.</li> <li>c. Notify the course chairperson that they will be joining virtually.</li> <li>d. Notify the Director with your symptoms.</li> <li>e. Contact a Health Care Professional.       <ol style="list-style-type: none"> <li>i. Students who are employees can utilize My Health at Work</li> <li>ii. All students can utilize the UPMC Anywhere Care app</li> </ol> </li> </ol> <p>Faculty and staff are employees of UPMC and will follow the current polices of MyHealth at Work.</p> <p>Outbreaks within the school of nursing will be reported to the UPMC Infection Control department at each business unit of the school of nursing. UPMC Infection Control and MyHealth at Work will assist with proper reporting the DOH.</p> <p>In order to help mitigate the spread of COVID-19 all students, faculty and staff will be required to obtain a flu vaccine by October 15<sup>th</sup>, 2020. As all schools of nursing are part of the UPMC Health System students may obtain vaccines through a UPMC My Health at Work flu clinic. Students who obtain the vaccine outside of UPMC will be required to</p>

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	<p>submit documentation from a health care provider/ flu clinic that the flu vaccine was administered. Faculty and staff will follow the current polices for UPMC employees.</p>
<p><b>Mental Health Services</b></p> <p>Provide regular mental health services to students.        Encourage faculty and staff to access mental health services through their health care provider.        Establish and publicize provisions for walk-in emergency situations.        Reinforce and update training for staff as needed, including residence hall advisors and resident assistants.        Provide reminders of Employee Assistance Program (EAP) benefits for faculty and staff or consider signs for the national distress hotline: 1-800-985-5990 or text TalkWithUs to 66746.        Promote wellness strategies to ensure all individuals on campus have opportunities to support their physical, emotional, and mental health, including eating healthy, exercising, getting sleep, and finding time to unwind and relax.        Encourage everyone to take breaks from watching, reading, or listening to news stories, including social media, when they are feeling overwhelmed.</p>	<p>All students have access to mental health services through Life Solutions. Life Solutions is available 24/7 at 1-800-647-3327.</p>
<p><b>Counter Stigma</b></p> <p>Self-reporting of symptoms and exposure by students, faculty, and staff is imperative to contain an outbreak of COVID-19 on campus and stigma can discourage self-reporting and self-quarantining.</p>	<p>The schools of nursing have developed schedules and revised policies to provide a safe environment for students and faculty.</p> <p>Please see previous sections on limiting number of students in building and controlling entrances that provide information on screening and mitigation efforts.</p>

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<p>Establish efforts to counter the stigma of getting the virus and self-quarantining. This could include posters, reminders by faculty in classes, and electronic communication.</p> <p>Develop policies that support self-quarantine and mitigate any negative impact of quarantine on grades, tenure, promotion, or employment status. Consider varying in-person vs. remote learning course offerings creating options for those who need to be on campus and those who can continue remote learning for some portion of their credential. Consider hybrid models of teaching. Consider aligning practicum, clinical, field experience, and other forms of applied learning with changing opportunities as a result of COVID-19. Consider opportunities for synchronous learning through remote platforms at co-locations.</p> <p><b>Monitoring, Surveillance, and Voluntary Reporting</b></p> <p>Students, faculty, and staff should report if they have visited an area of high prevalence (domestic or international) in the previous 14 days.</p> <p>Students, faculty, and staff should report if they know they have been exposed to anyone who has tested positive for COVID-19.</p> <p>Institutions should screen for symptoms of COVID-19, including temperature checks, where high volumes of students reside, where prior COVID-19 exposure has occurred, or when levels of community spread increase. Individuals exhibiting symptoms:</p> <ul style="list-style-type: none"><li>o Must not be permitted to enter campus buildings.</li></ul>	<p>Faculty and staff are employees of UPMC and will follow the current policies and procedures of UPMC. Faculty and staff are encouraged to telework when possible.</p> <p>The following policies will be put in place related to class and clinical instruction. Students will be asked to quarantine as directed by their health care professional and in guidance with the current county, state and CDC guidelines.</p> <p><b>ADDENDUM to CLASS ATTENDANCE and EXAMINATION POLICIES</b></p> <p>The following procedures will be put into place beginning August 31<sup>st</sup>, 2020 to be in full compliance with the directives from the CDC, PA Department of Health and UPMC related to the COVID-19 pandemic. These procedures will remain in place until restrictions are lifted by all three of the above agencies.</p> <p><b>GENERAL GUIDELINES</b></p> <ol style="list-style-type: none"><li>1. Each school of nursing will determine if classes will be offered in an in-person or virtual environment. Classes may also be offered in a hybrid format.</li><li>2. All classes will have the ability to be offered virtually and will be recorded through Microsoft TEAMS.</li><li>3. All students who are exhibiting positive symptoms and/ or fail a screening will be required to follow-up with a health care provider. Students will need to be cleared prior to return.</li><li>4. Any student who falsifies reporting of symptoms and/or a screening will be subject to the Code of Conduct Policy.</li></ol> <p><b>IN-PERSON CLASSES</b></p> <ol style="list-style-type: none"><li>2. Students attending class in person:<ol style="list-style-type: none"><li>a. Are asked to self-prescreen prior to proceeding to the school. Students with a positive screen <b>MUST</b> stay home<ol style="list-style-type: none"><li>i. Students with the following symptoms are asked to stay home: Fever, chills, shortness of breath or difficulty breathing, fatigue,</li></ol></li></ol></li></ol>
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<p>o Must self-quarantine on campus, if possible, or at home.</p> <p>Must not report to work, class, clinical assignments.</p> <p>o May not participate in any institution-sponsored events or activities.</p> <p>o Should consult with their medical provider about options for testing and necessary treatment.</p> <p>Institutions and individuals can utilize the CDC’s “Self-Checker” to assist in making decisions in regards to seeking medical care.</p> <p>If a student, faculty, or staff has been exposed, they should be asked to self-quarantine (on campus, if possible, or at home) for 14 days and to follow additional state guidance</p>	<p>muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.</p> <ul style="list-style-type: none"> <li>ii. If you are experiencing trouble breathing, persistent pain or pressure in the chest, new confusion, unable to stay awake, blue lips or face seek immediate medical attention.</li> <li>iii. Notify the course chairperson that they will be joining virtually.</li> <li>iv. Notify the Director with your symptoms.</li> <li>v. Contact a Health Care Professional.</li> </ul> <ul style="list-style-type: none"> <li>b. Are asked to arrive approximately 20 minutes prior to scheduled start time to allow for screening upon entrance to the facility. Please follow the school specific directions for screening.</li> <li>c. If a student fails the screening /has a positive screen upon entry to the School:             <ul style="list-style-type: none"> <li>i. The student must leave and return home</li> <li>ii. Notify the course chairperson</li> <li>iii. Notify the Director</li> <li>iv. Contact a Health Care Professional.</li> <li>v. May join the class virtually</li> </ul> </li> <li>d. Must follow social distancing guidelines as established by the school.</li> <li>e. Must wear a mask at all times while present in the school. Cloth masks are acceptable and must be provided by the student.</li> <li>f. May not congregate in common areas.</li> <li>g. Must perform strict hand hygiene frequently throughout the day.</li> <li>h. Will be assigned to a classroom for the semester.</li> <li>i. Will be assigned a seat.</li> </ul> <p><b><u>VIRTUAL ENVIRONMENT</u></b></p> <ul style="list-style-type: none"> <li>3. Students attending class virtually:             <ul style="list-style-type: none"> <li>a. Are expected to be present and actively engaged.                 <ul style="list-style-type: none"> <li>i. If students opt to leave during the lecture, they are asked to end their Teams meeting.</li> </ul> </li> <li>b. Should be dressed appropriately (per dress code guidelines).</li> <li>c. Are expected to be in an environment that minimizes distractions.</li> </ul> </li> </ul>
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- d. Are asked to mute their devices, unless otherwise instructed by faculty.

**EXAMINATIONS**

4. Examinations

- a. Students are expected to self-prescreen on examination days.
- b. Students are scheduled for an in-person examination and are unable to attend due to COVID-19 symptoms are to:
  - i. Contact the course chair at least 30 minutes prior to the scheduled exam time. The exam will be available in a virtual format with no penalty.
  - ii. The student is expected to take the exam at the original scheduled time.
  - iii. If a student fails the screening upon entry to the building, the student will be permitted to take a make-up examination without penalty.
  - iv. Contact the Director.
  - v. Contact a Health Care Professional.
- c. NOTE: UPMC Shadyside will offer exams in virtual format when possible. In the event a student is unable to take the examination in the virtual platform, the student and faculty member will make arrangements for the examination to be administered at the school.

**ADDENDUM to CLINICAL ATTENDANCE POLICY**

Effective: June 1<sup>st</sup>, 2020

Revised July 2<sup>nd</sup>, 2020

The following procedures will be put into place beginning June 1<sup>st</sup>, 2020 to be in full compliance with the directives from the CDC, PA Department of Health and UPMC Clinical Agencies related to the COVID-19 pandemic.

These procedures will remain in place until restrictions are lifted by all three of the above agencies.

**Social Distancing / Personal Travel**

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	<p>Students are expected to follow the current CDC and PA Department of Health guidelines in their personal lives to prevent the spread of COVID-19 including social distancing and masking.</p> <p><b><u>Exposure to COVID-19</u></b> Any student who is exposed to or test positive for COVID-19 is to contact the Director immediately. These situations will be handled on an individual basis.</p> <p><b><u>Traveling to clinical agencies</u></b> Most clinical agencies require the students to be transported via a shuttle from the parking lot to the facility.</p> <ul style="list-style-type: none"><li>• Students must wear a mask while on the shuttle. A cloth mask is permissible.</li><li>• Students must follow the social distancing rules of the shuttle / transport services.</li><li>• Students should build extra time in for travel due to these rules.</li></ul> <p><b><u>Entering the clinical agency</u></b> All students will be required to complete the screening process prior to entering each clinical agency. The screening takes places at the beginning of each clinical day and consists of questions related to travel, exposure to COVID and a contact free-temperature check. If a student fails any part of the screening they will not be permitted to enter the facility. As entrances are limited, students should build in extra time for the screening process.</p> <p><b><u>Students who fail the screening should:</u></b></p> <ul style="list-style-type: none"><li>• Immediately contact the clinical instructor, course coordinator and Director to notify them the failed the screening.</li><li>• Return home.</li><li>• The Director will provide further direction regarding next steps and clearance to return to clinical.</li><li>• The instructor / course coordinator will provide an independent assignment for the day. The absence will be excused.</li><li>• Any student who falsifies the screening questions will be subject to the Code of Conduct policy.</li></ul> <p><b><u>Masking, Social Distancing and Hand Hygiene</u></b></p> <ul style="list-style-type: none"><li>• Students will be given a UPMC issued mask upon entering the clinical facility. The student is required to wear the mask during the entire clinical day.</li></ul>
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- Any student refusing to wear a mask will be sent home and incur a clinical absence for the day.
- All students are expected to practice appropriate social distancing and hand hygiene throughout the entire clinical day including lunch breaks. Students not following social distance and hand hygiene guidelines are subject to the Code of Conduct policy.
- If a student has two consecutive clinical days it is permissible to wear the same mask for both clinical days as long as the mask is unsoiled and intact. Masks should be stored in a brown paper bag (student provided) and not utilized outside of the clinical experience.

**Clinical Experiences**

- Clinical days will be at least a full 8-hour experience.
- Please limit the amount of personal belongings brought to the clinical unit.
- All shadowing experiences are on-hold
- Students will not be permitted to accompany patients to any procedural areas
- Students will not be assigned to any patients positive for COVID-19 or under investigation for COVID-19
- Only one nursing student is permitted per patient room.
- Post-conference will not occur on site, but on the next scheduled clinical day.

**Faculty Fail Screening Process**

If faculty fail the screening process, the clinical day will move to a virtual environment.

- The faculty will immediately notify the students via a phone call / text, course chair and Director.
- The faculty will notify the clinical unit.
- The faculty will provide further direction for the virtual clinical day.
- If students are already in transit, they will be given the time for travel.

**Virtual Clinical Attendance**

- Students are expected to be present during the entire clinical experience
- Students are expected to have their camera turned on at all times during the synchronous portions.

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	<ul style="list-style-type: none"> <li>• Faculty will be checking-in with the students throughout the day. Students are expected to respond within 5 minutes of faculty contacting them.</li> <li>• Students should be dressed appropriately (per dress code guidelines).</li> <li>• Students are expected to be in an environment that minimizes distractions.</li> <li>• Students not complying with the above maybe subject to a clinical absence.</li> </ul>
<p><b>Protocol for a Confirmed Case on Campus</b></p> <p>Notify DOH or local health officials and emergency management personnel.</p> <p>Determine if a temporary suspension (2-5 days) of in-person instruction is warranted.</p> <p>Clean and disinfect all areas thoroughly per CDC guidance.</p> <p>Communicate case or exposure information with students, staff, and faculty.</p> <p>Ensure continuity of education and research for all those impacted by any temporary suspension of in-person operations.</p> <p>Ensure continuity of safe housing for affected students.</p> <p>If individuals were in close contact with someone who became infected with the disease, follow CDC guidance.</p> <p>Work with local public health officials, if possible, to determine when routine operations can resume on campus.</p> <p>Access additional CDC guidance on dealing with confirmed cases on campus.</p>	<p>As all Schools of Nursing are part of the UPMC Health System, the following protocol will occur for a confirmed case within a school of nursing:</p> <ol style="list-style-type: none"> <li>1. The Director of the school of nursing will report the case to the business unit specific infection control department.</li> <li>2. In conjunction with infections control department, the following will be determined:       <ol style="list-style-type: none"> <li>a. Need for temporary suspension of in-person instruction (class and clinical).</li> <li>b. Appropriate contract tracing needed. The school of nursing will be responsible for all contracted tracing as directed by infection control.</li> <li>c. Appropriate communication to student body, faculty, DOH and hospital administration.</li> <li>d. Appropriate referrals to MyHealth at Work, if applicable.</li> </ol> </li> <li>3. Cleaning and disinfecting will occur in collaboration with building environmental services as directed by infection control and CDC guidance.</li> <li>4. All class and clinical will continue to be offered in a virtual format in a suspension of in-person needs to occur to avoid any disruption of the students' educational plan.</li> </ol>