



# Saint Michael College of Allied Health COVID-19 Policy

Saint Michael College of Allied Health (SMCAH) shall follow the District of Columbia COVID-19 requirements to protect visitors, faculty, staff, and students, including:

- Educate faculty, staff, and students in the language they understand best about coronavirus, how to prevent transmission, and the SMCAH's COVID-19 policies.

## **1. COVID-19 Coordinator**

- Ms. Catherine Adedokun shall be designated as SMCAH's coordinator to monitor the health of employees/students and enforce the COVID-19 campus safety plan.
- Ms. Adedokun shall keep the plan current with changes to COVID-19 guidelines. In addition, Ms. Catherine Adedokun shall be available during work and class activities.

## **2. Contact information and procedures for reaching the local health department**

- Suppose an employee/student is confirmed to have a COVID-19 infection. In that case, SMCAH shall inform employees/students of their possible exposure to COVID-19 and maintain confidentiality as required by the Americans with Disabilities Act (ADA). In addition, the College shall instruct faculty/staff about how to proceed based on the CDC Public Health Recommendations for community-related Exposure.
- SMCAH shall notify the District of Columbia COVID-19 Hotline 361 826 7200.

### **COVID-19 Screening of students and staff returning to campus**

- SMCAH shall ask employees/students to take their temperature at home before arriving at campus or clinical sites and take their temperature upon arrival at the campus.
- SMCAH shall maintain "no-touch" or 'no contact' thermometers to the greatest extent possible. If a 'no-touch' or 'no contact' thermometer is unavailable, the thermometer shall be properly sanitized between each use. Any employee/student with a temperature of 100.4<sup>0</sup>F or higher is considered to have a fever and shall be sent home. SMCAH does not provide housing accommodation to faculty and students.

## **3. Education/training of students: consider COVID-19 prevention education as part of student orientation.**

- SMCAH shall conduct safety training on the first day of returning to work/class and weekly thereafter to explain the protective measures for all employees and students. The training shall include hand washing, using hand sanitizer, and maintaining physical/social distancing at all gatherings. Students/employees shall be advised to stay home if ill.
- SMCAH shall maintain attendance of the training, and the trainer will sign in each attendee.

## **4. Physical distancing according to CDC guidance**

- When strict physical distancing is not feasible for a specific activity, other prevention measures are required, such as using barriers, minimizing employees and students in narrow or enclosed areas, stagger breaks, and delivering programs in shifts or cohorts.
- Suppose the physical distancing of at least 6 feet separation cannot be maintained. In that case, the COVID-19 exposure control, mitigation, and recovery plan shall be thoroughly reviewed by all employees/students performing those activities before commencing, and appropriate PPE and other controls must be implemented.
- Any size gathering shall be precluded by taking breaks, performing lab-type activities, and lunch in shifts. Any time two or more persons meet, ensure a minimum of 6 feet of separation.
- SMCAH shall minimize interactions during class activities; ensure a minimum 6-foot separation when possible by furniture placement, physical barriers, and/or demarking floors



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with tape. In addition, SMCAH shall limit the number of students based on class size and activities to allow for a 6-foot separation.

- SMCAH shall, to the extent practical, allow only one group/class at a time at the same location/lab/classroom.

### **5. Hygiene Practices and cleaning/disinfecting protocols**

- Hand Soap and running water shall be abundantly provided on campus for frequent handwashing. Employees and students shall be encouraged to wash their hands regularly, before and after going to the bathroom, eating, coughing, sneezing, and blowing their noses.
- Alcohol-based hand sanitizers with greater than 60% ethanol or 70% isopropanol shall be available on campus but are not a replacement for the water requirement.
- Hygiene practices shall be posted in areas visible to all employees and students, which include advice not to touch the face with unwashed hands or with gloves; washing hands often with soap and water for at least 20 seconds; using hand sanitizer with at least 60% alcohol, cleaning and disinfecting frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, machines, shared tools, elevator control buttons, and doorknobs; covering the mouth and nose when coughing or sneezing as well as other hygienic recommendations by the U.S. Centers for Disease Control (CDC).
- SMCAH shall make disinfectants available to employees on campus and ensure cleaning supplies are frequently replenished.
- SMCAH shall frequently clean and disinfect high-touch surfaces and offices, such as shared tools, machines, vehicles, other equipment, handrails, doorknobs, and restrooms.
- SMCAH shall require employees and students to wipe and sanitize shared equipment between users.
- If an employee reports feeling sick and goes home, the area where that person worked shall be immediately disinfected.
- SMCAH shall establish a housekeeping schedule that includes frequent cleaning and sanitizing with a particular emphasis on commonly touched surfaces

### **6. Housing:** SMCAH does not provide on-campus housing.

### **7. Consideration of Vulnerable Individuals (e.g., 65 years or older, underlying health conditions)**

- SMCAH shall encourage employees and students to stay home or leave the campus when they feel sick or have been in close contact with a confirmed positive case. However, if they develop symptoms of acute respiratory illness, they must seek medical attention and inform the college.
- Employees/students shall inform their supervisors/instructors if they have a sick family member at home with COVID-19. If an employee/student has a family member sick with COVID-19, that employee/student shall follow the isolation/quarantine requirements established by the District of Columbia.
- SMCAH shall screen all employees/students at the beginning of their day by taking their temperature and asking them if they have a fever, cough, shortness of breath, fatigue, muscle aches, or loss of taste or smell.
- SMCAH shall instruct employees/students to report to the college administration /instructor if they develop symptoms of COVID-19 (e.g., fever, cough, shortness of breath, fatigue, muscle aches, or loss of taste or smell). The employee/student shall be immediately sent home if symptoms develop during class. If symptoms develop while the employee/student



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not at work or classroom, the employee/student should not return to work/class until a healthcare provider has evaluated them.

- SMCAH shall enforce compliance with COVID-19 policy; failure of any employee/student to comply shall result in being sent home during the emergency actions.
  - SMCAH will not take adverse action against any employee/student who may refuse to perform a duty believed to be unsafe, including hazards such as the risk of COVID-19 exposure.
  - SMCAH shall allow students/employees who have tested negative to return to work after COVID-19 illness.
  - SMCAH shall allow students/employees to stay home or self-isolate when they are sick or have been exposed to COVID-19.
- 8. International Student Considerations (e.g., COVID-19 travel health risks, CDC returning guidelines, travelers, travel registry, etc.).**
- SMCAH does not admit international students. However, SMCAH does have some of its student populations who have families in foreign nations and travel to visit. Should foreign travel occur, SMCAH shall require all students to self-quarantine for fourteen days upon return to the U.S., in coordination with college administration and CDC returning traveler guidelines.
- 9. Partnership and communication/information sharing with the local community, health systems, and other stakeholders.**
- SMCAH shall notify the District of Columbia Department of Health of any COVID-19 outbreak on campus.
- 10. Face Covering**
- SMCAH shall mandate all Employees/students to wear the appropriate facial covering on campus and clinical sites.
  - SMCAH shall also mandate face covering for all visitors to the campus.
- 11. Student Health Services**
- SMCAH shall provide (at no cost to employees) and require wearing personal protective equipment (PPE) such as gloves, face shields, and face masks as appropriate or required to employees and students for the activity being performed.
  - SMCAH shall make appropriate PPE available at no cost to students during lab activities
  - SMCAH shall screen employees/students for signs/symptoms of COVID-19 at the start of each class.
  - SMCAH shall ensure sick employees/students stay home or immediately go home if they feel or appear ill. Cordon off any areas where an employee/student with probable or confirmed COVID-19 illness worked, touched surfaces, etc., until space and equipment are cleaned and sanitized.
  - SMCAH shall refer students to local mental health services if needed due to COVID-19.
- 12. Large events, including athletic events and others such as ceremonies or performances.** SMCAH does not participate in athletic events or performances and does not plan to hold any ceremonies while the COVID-19 emergency is still in effect.

## **13. Communications Strategy**



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- SMCAH shall use its Learning Management System (LMS), email, website, telephone, and in-class announcement to communicate to faculty/staff and students.

### **14. Orientation and education/training, including anti-stigma training**

- SMCAH shall include COVID-19 prevention anti-stigma training in student and new employee orientation and periodic education and training thereafter.
- SMCAH shall maintain the privacy and confidentiality of students and employees who have tested positive or recovered from COVID-19 illness.
- SMCAH shall correct any negative language that can cause stigma by sharing accurate information about how the COVID-19 virus spreads.
- SMCAH administration and employees/faculty shall speak out against negative behaviors on campus.

### **B. Monitor Health Conditions to detect Infection**

#### **1. Daily health screening questions and/or other health monitoring approaches can be used to monitor the health of the campus population.**

- SMCAH shall screen all employees/students at the beginning of their day by taking their temperature and asking them if they have a fever, cough, shortness of breath, fatigue, muscle aches, or loss of taste or smell.
- SMCAH shall instruct employees/students to report to the college administration /instructor if they develop symptoms of COVID-19 (e.g., fever, cough, shortness of breath, fatigue, muscle aches, or loss of taste or smell). The employee/student shall be immediately sent home if symptoms develop during class. If symptoms develop while the employee/student not at work or classroom, the employee/student shall not return to work/class until a healthcare provider has evaluated them.
- Any employee/student with a temperature of 100.4<sup>0</sup>F or higher is considered to have a fever and shall be sent home.

#### **2. Campus-level syndromic (disease) surveillance using electronic health record data or other disease surveillance methods is feasible**

- SMCAH shall maintain a daily class attendance record of all employees, students, and visitors. The record shall include the name, phone number, and email address of all employees and students and shall maintain the phone number of visitors for contact tracing if needed.

#### **3. Establishment of a testing strategy. Testing strategies should consider testing for all students and faculty with symptoms and access to testing for close contacts of cases as public health recommends. In addition, institutions may consult with their local health department, local health systems, and other relevant partners.**

- SMCAH shall screen employees/faculty and students for symptoms of COVID-19, and body temperature is a critical component of preventing transmission and protecting employees and students.
- Employees/students who are symptomatic upon arrival at work/class or become sick during the day should immediately be separated from others. Such individuals shall be sent home or health care facility as appropriate and referred for further evaluation in consultation with the local health departments or through occupational health providers.
- SMCAH testing strategy shall only be implemented if results lead to specific actions.
- When a confirmed case of COVID-19 is identified, interviewing and testing potentially exposed co-employees/students shall occur as soon as possible to reduce the risk of further



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campus transmission. The individuals who tested positive shall be excluded from work or class and isolated at home.

- Symptom screening, testing, and contact tracing shall be carried out to protect confidentiality and privacy to the extent possible and consistent with applicable laws and regulations.
- SMCAH shall consult the District of Columbia Department of Health and other relevant partners.

### **C. Containment to Prevent Spread of Disease When Detected**

#### **1. Partnership with the District of Columbia Department of Health for contact tracing**

SMCAH shall be working in coordination with the District of Columbia Department of Health as requested.

SMCAH shall follow guidance and direction from the District of Columbia Department of Health to perform a case investigation on everyone who tests positive for COVID-19.

#### **2. Quarantining and Isolating (provision of housing, basic needs, medical case management)**

- SMCAH shall ensure testing is recommended for all close contacts of confirmed or probable COVID-19 patients.
- SMCAH shall ensure that those contacts who test positive (symptomatic or asymptomatic) shall be managed as a confirmed COVID-19 case.
- SMCAH shall ensure asymptomatic contacts testing negative should self-quarantine for 14 days from their last exposure (i.e., a close encounter with a confirmed or probable COVID-19 case).
- SMCAH does not provide housing for its students; every student at SMCAH lives off-campus.

#### **3. Campus outbreak management**

- SMCAH shall coordinate with the District of Columbia Department of Health officials. This shall be the first step in making decisions about responses to the presence of COVID-19 on the campus.
- SMCAH shall notify the District of Columbia Department of Health officials to help the college determine which strategies might be most appropriate for the college's specific situation.
- SMCAH shall cancel or modify courses where students are likely to be in very close contact, such as lecture courses with tight seating or laboratory activity classes where students are expected to be close. Increase space between desks; where possible, rearrange desks to maximize the distance between students.
- SMCAH shall notify the Higher Education Licensure Commission for course delivery modification to use zoom online to deliver lectures to students in their homes.

#### **4. Partnership with local health systems to assure care for symptomatic individuals as needed. (e.g., a local health system representative could serve on the COVID-19 team)**

- SMCAH shall partner with The District of Columbia Department of Health to care for symptomatic individuals and to investigate everyone who tests positive for COVID-19.
  
- SMCAH shall also partner with other healthcare facilities listed below:  
**District of Columbia COVID-19 Testing Sites**  
**Free Public Testing Sites-Subject to change due to inclement weather.**



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Site	Address	Time	Appointment Needed?
Anacostia: Walk-up	2241 Martin Luther King, Jr. Avenue, SE	Monday, Wednesday, Friday 8 am - 12 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .
Anacostia: Drive-thru	2241 Martin Luther King, Jr. Avenue, SE	Monday, Wednesday, Friday 8 am - 12 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .
UDC-CC Bertie Backus Campus: Walk-up	5171 South Dakota Avenue, NE	Tuesday, Thursday 8 am - 12 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .
UDC-CC Bertie Backus Campus: Drive-thru	5171 South Dakota Avenue, NE	Tuesday, Thursday 8 am - 12 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .
Judiciary Square: Walk-up	F Street, NW between 4th & 5th Streets, NW	Monday through Friday 8 am-12 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .

- **Testing at DC Firehouses - All Walk-up! No Appointment is Needed!**
- Subject to change due to inclement weather.

Site	Address	Time	Appointment Needed?
FEMS Engine 4	2531 Sherman Avenue, NW	Monday, Tuesday, and Wednesday, 4-8 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .
FEMS Engine 11	3420 14 <sup>th</sup> Street, NW	Monday, Tuesday, and Wednesday, 4-8 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .
FEMS Engine 24	5101 Georgia Avenue, NW	Monday, Tuesday, and Wednesday, 4-8 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .
FEMS Engine 31	4930 Connecticut Avenue, NW	Monday, Tuesday, and Wednesday, 4-8 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .
FEMS Engine 8	1520 C Street, SE	Thursday, Friday, 4-8 pm; Saturday 12 pm-4 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .
FEMS Engine 10	1342 Florida Avenue, NE	Thursday, Friday, 4-8 pm; Saturday 12 pm-4 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .
FEMS Engine 30	50 49 <sup>th</sup> Street, NE	Thursday, Friday, 4-8 pm; Saturday 12 pm-4 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .



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FEMS Engine 33	101 Atlantic Street, SE	Thursday, Friday, 4-8 pm; Saturday 12 pm–4 pm	No, but save time in line and pre-register at <a href="https://coronavirus.dc.gov/register">coronavirus.dc.gov/register</a> .
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Site	Appointments
GW University Medical System	For an appointment, call (202) 741-2765
All Care Family Medicine & Urgent Care	For an appointment, call (202) 787-1979
Mary's Center	For an appointment, call 1-844-796-2797
Unity Health Care	For an appointment, call (202) 469-4699
Whitman-Walker Health	For an appointment, call (202) 745-7000
Medstar Health	For an appointment, visit <a href="https://www.MedStarhealth.org/eVisit">MedStarhealth.org/eVisit</a>
Sibley Memorial Hospital	For an appointment, call 443-997-9537
Howard University Hospital	For an appointment, call (202) 865-2119
Bread for the City	For more information, call (202) 265-2400
Elaine Ellis Center of Health	For an appointment, call (202) 803-2340
Walgreens (1401 Rhode Island Ave., NE)	This Walgreens location offers no-cost COVID tests to those 18 years and older, seven days per week, from 9 am to 5 pm (weather pending). Contact the store for specific details.
District Urgent Care (4903 Georgia Avenue, NW)	Providers at this location handle COVID complaints via telemedicine and perform drive-thru testing Monday- Saturday, 11 am - 4 pm.
One Medical	For an appointment, call (202) 695-7576
Kaiser Permanente	For an appointment, call (202) 346-3000

## D. Shutdown Considerations if necessitated by severe conditions and/or public health guidance

### 1. Plans regarding the criteria and process for campus dismissals or shutdowns.

**Decisions regarding dismissals and shutdowns should be made in consultation with local and state public health officials.**

Suppose the partial or complete shutdown is necessary or directed by the health department. In that case, SMCAH shall follow the District of Columbia Department of Health instructions and



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guidance and shall proactively notify the SMACH campus community based on procedures as follows:

- The District of Columbia Department of Health guidance and recommendations.
- The extent of illness among students and staff population.
- Determination of an outbreak on campus.

Based on the evaluation of the number of ill employees and students, SMCAH shall activate the plans to shut down for a specific time as recommended by the District of Columbia Department of Health and SMCAH administration to ensure containment and reduce further spread.

### **2. Nature of reduced campus activity in the event of severe conditions/public health direction or guidance.**

SMCAH contingency plans for a possible shutdown shall include a return to virtual instructions via zoom as allowed by the Higher Education Licensure Commission (HELC). Zoom is a videoconferencing application that enables audio and video conferencing between multiple users on desktop computers and mobile devices.

### **3. Considerations regarding student health and safety on campus versus returning home**

SMCAH's students commute to the campus daily; the college does not provide housing accommodation to students. Therefore, the decisions regarding campus shutdowns shall be made under the District of Columbia Department of Health's guidance to protect students' and staff' health and safety on campus for education or work at the college.

### **4. Communication plan for dismissals/shutdowns.**

- SMCAH shall communicate via email and notification on the college website to students and staff regarding the anticipated duration of the shutdown and what steps need to be taken to ensure student and employee safety before returning.
- SMCAH shall notify students and instructional staff whether classes will continue remotely during shutdown and provide instructions to students.

I, Michael Adedokun, SMCAH President, attests that this campus plan complies with published Phase 2 business and Higher Education Reopening Guidance as of June 22, 2020.

#### Contact Information

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