

Adrian College

AC Preparedness Plan: Our Students, Our Response
2020-2021

Updated: 8/7/2020, 7/28/2020, 7/20/2020, 6/29/2020

Adrian College Pandemic Preparedness Task Force

The Adrian College Pandemic Preparedness Task Force collaborates with a clear focus to resume on-campus activities to the greatest extent possible while mitigating the spread of illness in our community. The guidelines in this document are based on current recommendations from the Centers for Disease Control and Prevention and our state and local health departments. These guidelines will continue to be revised based on state and local regulations and guidance from our local public health department.

Executive Team

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Dr. Aron Gornowicz, DO, FAOASM, OT, Adrian College Medical Director, ProMedica Physicians

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Plant Operations

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Rachelle Duffy
Darin Seiler
DeAnne Lewin

Human Resources and Employee Affairs

Chair: Christina Corson
Chris Stiver
Emily Kist

COVID-19 and Pandemic Mitigation Plan

Adrian College will proceed in resuming on-campus activities in accordance with state and local regulations, as well as its own assessment of risk within our community. With prudent mitigation measures, Adrian College will continue in its mission to provide our students with an exceptional college experience while upholding the health and safety of our community members.

General Expectations

All members of the Adrian College community are expected to comply with policies, protocols, and guidelines outlined in this COVID-19 Preparedness Plan to help maintain the safety of our campus. Noncompliance with these health and safety guidelines may result in corrective and/or disciplinary action. The goal of this Preparedness Plan is to create a safe campus environment for all.

Public Health Considerations

- Local transmission rates in Adrian, MI

- Local and state public health directives
- Implementation of strategies to control the spread of COVID-19
 - Physical distancing
 - Wearing of face coverings
 - Viral testing
 - Isolation
 - Quarantine
 - Contact tracing

Containment and Surveillance

- Containment measures are multifaceted:
 - Surveillance
 - Rapid identification of infection with immediate isolation
 - Contact tracing
 - Quarantine
- Currently available antibody tests lack adequate evaluation of efficacy and reliability and cannot adequately determine immunity
 - Antibody tests are best positioned to be used for research and public health surveillance at this time
- Identify at-risk groups
 - Staff, first-responders, residential students, athletes, Greek life members, medically vulnerable students

Start of New Semester:

- Observation of students, staff, and faculty via health screening (self-checklist) and temperature assessment to confirm there is no illness
- Quarantine individuals as required while accommodating for meal delivery, safe campus housing, and online learning/teaching

Baseline Readiness Plan

- Engage in routine cleaning and disinfection procedures around campus
- Engage in preventative action for students and staff
 - Stay home when sick
 - Face covering use indoors and outdoors when around others
 - Physical distancing measures
 - Testing
 - Contact tracing
- Ensure safe housing for students on campus
- Maintain close communication with local health department for information sharing
- Reinforce healthy hygiene practices:
 - Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol.
- Assist in planning for safe seating arrangements in classrooms, cafeteria, library, and other places of gathering
- Isolate and refer for testing for individuals presenting with COVID-19 or influenza-like symptoms

Low Alert: Minimal to Moderate Community Transmission and NO Cases on Campus

- Coordinate with Lenawee Public Health Department for additional strategies in response to prevent spread of illness
- Assess community and campus risk
- Modifications of Student Medical Clinic and implementation of Telemedicine services
 - At the minimum, implement appointment-based scheduling
 - No walk-ins admitted
- Implement physical distancing strategies
- Ensure continuity of safe housing
- Help counter stigma and promote resilience on campus through fact-sharing and support plans for students, staff, and faculty

Moderate Alert: First Positive Case on Campus

- Continue baseline and low mitigation strategies

- Continue to assess risk on campus
- Implement Telemedicine for all Student Health Center visits
- Follow Lenawee County Public Health guidelines for contact tracing and quarantine
- If the first positive case is a student or staff member consider short term class suspension, building, and facility closure to disinfect and clean while in consultation with local health officials
 - Consider closure of dining center and require **all meals** to be delivered to students
- Continue to provide for safe housing

High Alert: Substantial Community Transmission and Multiple Positive Cases on Campus

- Continue baseline, low, and moderate alert mitigation strategies
- Continue to coordinate with local public health officials
- Initiate the closure and suspension of gatherings of any size
 - Provide for meal delivery services
 - Hold classes online by remoted/work-at-home staff/faculty
- Maintain open, transparent, and consistent communication with all parties
- Review safety protocols

Decision Tree

Regardless of Community Spread

Guidance from the Centers for Disease Control and Prevention



Temperature and Symptom Screening of Guests and Visitors

Screening for COVID-19 is essential to mitigating the spread of illness on campus and in our community. Visitors on campus will be asked to meet their campus liaison at a screening check-point prior to participating in any campus activities. Temperature screening check-points will be made available at **12** accessible locations around campus. Screening with infrared temperature reading must take place daily for those visitors participating in activities on campus.

Campus Check-Point Locations:

1. Caine Student Center
2. Merillat Sport & Fitness Center: Weight Room/Fitness Center
3. Merillat Sport & Fitness Center: Athlete Check-in & Locker Room
4. Merillat Sport & Fitness Center: Athletic Training Room
5. Arrington Ice Arena Lobby
6. Shipman Library Entrance
7. Ritchie Marketplace
8. Valade Hall Entrance
9. Stanton Administration Building
10. Admission House
11. Plant Building Entrance
12. Student Medical Clinic Lobby

Screening questionnaire will assess the following:

1. Do you currently have a fever?
2. Consider combining: Do you have a cough and/or shortness of breath?
3. Do you currently have a sore throat?
4. Do you currently have diarrhea?
5. Do you currently have a new loss of taste or smell?
6. Do you currently have muscle pain or chills?
7. Have you had close contact in the last 14 days with someone with a diagnosis of COVID-19?

Screening “Pass”

The individual is without fever or associated symptoms

1. Screened visitor is able to visit campus without restriction
2. Visitor must participate in screening every day they are on campus

Screening “Fail”

An individual has a temperature of 100.0 or greater and/or answers “yes” to associated symptoms

1. The visitor is restricted from visiting campus, must immediately return to residence, and is encouraged to contact their primary care provider for further direction.

Temperature and Symptom Screening of Students, Staff, and Faculty

Adrian College is utilizing digital technologies to support daily self-monitoring and/or verification of symptom-free status. By conducting daily, widespread screening and symptom monitoring, Adrian College may identify those requiring immediate quarantine and isolation methods to help prevent the spread of illness. Students, staff, and faculty should stay home if they are sick or have recently had close contact with a person with COVID-19.

The following screening questionnaire is to be completed on a daily basis, before coming onto campus:

Screening questionnaire via Michigan Symptoms Webpage will assess the following:

1. Can you measure your current body temperature?
 - a. If yes, what is your temperature?
2. Do you have any symptoms of COVID-19?
 - a. Cough, shortness of breath, or difficulty breathing
 - b. Fever
 - c. Chills or repeated shaking with chills
 - d. Runny nose or new sinus congestion
 - e. Muscle pain
 - f. Headache
 - g. Sore throat
 - h. Fatigue
 - i. New GI symptoms

- i. New loss of taste or smell
3. Have you been diagnosed with COVID-19 in the last 2 weeks?

Students and employees will register for the Symptoms App at <https://misymptomapp.state.mi.us/login>

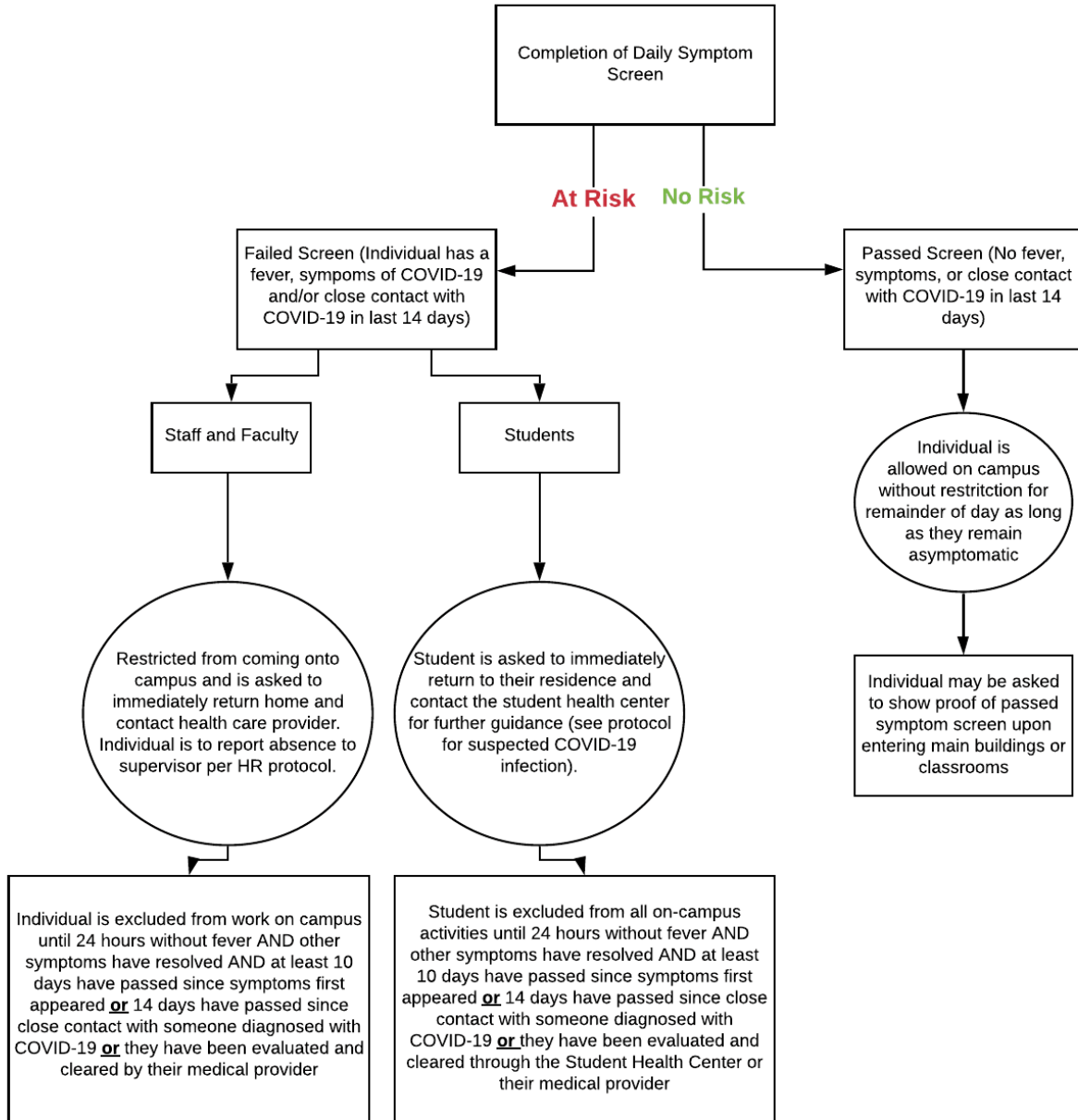
A timestamped proof of the most recent wellness check will be shown immediately upon completion of the questionnaire. This timestamp may be presented to professors or supervisors upon request.

Daily MI Symptoms Reports seen by Adrian College will include:

- Number of students and employees who filled out MI Symptoms
- Number of students and employees 'At Risk' based on symptoms
- The names and phone numbers of students and employees 'At Risk'
- The names and phone numbers of all students and employees

COVID-19 Symptom Screen Flow Chart

*Students, staff, and faculty who are sick or have recently had close contact with a person with COVID-19 should stay home and contact their health care provider. Daily screening is to be completed **before** coming onto if possible campus.*



**If initial temperature reading is >100.0 degree F and the individual is otherwise asymptomatic, may recheck temperature after 10 minutes of rest in a cool space.*

Student Affairs

In the event a student of Adrian College is asked to self-quarantine or self-isolate, the Case Management Team will be employed to ensure the student's needs are met including: safe housing, dining/meals, physical health, mental wellbeing, and academics.

Case Management Team:

Emily Kist, Director of Student Medical Center

Melinda Schwyn, Dean of Students

Kaitlyn Goodson, Director of Housing

Nicholas Moorehead, GM, Sodexo Dining Services

Kellie Berger, Director of Counseling Services

Housing and Residence Life

Pre-Check In Viral Testing

In order to mitigate the spread of COVID-19 and promote a safe campus community, Adrian College requires students to receive a viral test for Coronavirus Disease (COVID-19) no more than 7 days before their arrival on campus. Viral tests check samples in your respiratory system (such as swabs of the inside of your nose) and tell you if you currently have an infection with SARS-CoV-2, the virus that causes COVID-19. Testing differs by location. Students are encouraged to call their healthcare provider for guidance. Students may also visit their state or local health department's website to look for local information on testing. Be aware that some tests may take 1-2 days or longer to be processed by a lab. Students may bring lab results with them at check-in as well as upload into their Magnus Health account.

Michigan Testing Sites: https://www.michigan.gov/coronavirus/0,9753,7-406-99891_99912---,00.html

State health departments:

<https://www.cdc.gov/publichealthgateway/healthdirectories/healthdepartments.html>

Local health departments: <https://www.naccho.org/membership/lhd-directory>

In order to address barriers to receiving a COVID-19 viral test prior to check-in, **Adrian College has contracted with HELIX Diagnostics to perform nasal swab testing** on specific dates during the weeks

of move-in. Students will be referred for a nasal swab test upon check-in if they were unable to obtain a viral test before coming onto campus. **Students may also opt for cost-free testing offered by Project Baseline found here:** <https://www.projectbaseline.com/study/covid-19/>

If you test positive for COVID-19 without symptoms before reporting to campus: Follow recommendations from your healthcare provider. Self-isolate and **do not report to campus** until you have closely monitored yourself for symptoms of COVID-19 for 10-14 days. See the CDC's guidance on "If You Are Sick" at <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/index.html>

If you test positive for COVID-19 without symptoms at check-in: You will be connected with the Student Health Center and informed to self-isolate in a designated dorm room and monitor for symptoms for 10 days. The AC Case Management team will assist you in your needs during your period of isolation.

If you are negative for COVID-19 before or during check-in: You may check-in on campus without restraint as long as you remain symptom-free. You were probably not infected at the time the sample was collected. However, it is possible that you were very early in your infection when the sample was collected. Or, you could be exposed to COVID-19 later and develop illness. It is still vitally important that you take all necessary preventative measures before and during your arrival on campus.

Before and during your arrival on campus you should:

Wash your hands often

Maintain 6 feet between yourself and people outside your home

Cover your mouth and nose with a cloth face covering when around others

Cover coughs and sneezes

Clean and disinfect often

Monitor your health

Housing and Residence Life Baseline Readiness

- Closely collaborate with local health departments regarding current best practices and guidelines
- Follow current guidance and best practice recommendations from local public health department and state Safe Start Plan and adjust baseline plan accordingly

- Require use of personal face coverings in common areas
 - Disposable masks will be made available in the event a student does not have access to their personal face covering
- Frequent reminders of primary prevention measures including:
 - Posters, videos, and social media posts
 - Wide availability of hand sanitizer in common areas
- Engage in regular disinfecting of common areas and high-touch surfaces with enhanced cleaning practices
- Provide training for all live-in professionals, residence advisors, and similar roles related to public health measures and signs/symptoms of COVID-19
- Provide student training on COVID-19 with a focus on preventing the spread of illness
- Restrict events and social activities in accordance with current physical distancing guidance
- Reconfiguration and/or removal of seating in common areas to ensure proper physical distancing according to current local guidance
- Restrict all outside guests from entering campus residences
 - These restrictions do not apply to personal care attendants for students with disabilities

Return to In-Person Learning with Strategies to Prevent Spread of Illness

<p>Regular sanitization of common areas with special attention to high-touch areas</p>	<p>Lobbies Restrooms Entry doorways Dorm common areas Laundry Rooms Block off drinking fountains</p>
<p>Enforcement of Physical Distancing Strategies</p>	<p>Maximum occupancy to align with appropriate physical distancing in the following areas:</p> <ul style="list-style-type: none"> • Shared kitchens • Laundry room • Common areas <p>Floor markings to promote safe distancing in:</p> <ul style="list-style-type: none"> • Restrooms

- | | |
|--|---|
| | <ul style="list-style-type: none">• High-traffic hallways |
|--|---|

Safe Housing

- Roommates and members of a shared home will be considered a “family unit” for the purposes of safely quarantining in the event of exposure to COVID-19
- Students may purchase a physical barrier from AC Housing to place in their dorm room if they chose to do so
- Restriction of bunking of beds to adhere to physical distancing guidelines
- Room changes will not be permitted unless in extreme circumstance

Move-In

- All students will be allotted a date and time block for move-in
- Drive-thru service at the Merillat Center
- Students will be allowed 2 guests to assist in moving
 - Guests must first pass initial screening checklist
 - Limited to parents/guardians

Guidance: Students Returning to Campus from Domestic and International Travel

- Due to their designation as **Level 3** (Widespread ongoing transmission with or without restrictions on entry to the United States) students traveling from any area outside of the United States are asked to self-quarantine in their dorm room for a period of 14 days upon arrival to campus
- During this 14-day period, take these steps to monitor your health and practice social distancing:
 - Take your temperature with a thermometer two times a day and monitor for fever. Also watch for cough or trouble breathing. Use your AC temperature log to monitor your temperature.
 - Stay home and avoid contact with others outside of your residence. Do not go to work or school.
 - Do not take public transportation, taxis, or ride-shares.
 - Keep your distance from others (about 6 feet or 2 meters).
 - Wear a mask if you leave your residence

- The AC Case Management team will assist you with safe housing, dining/meals, physical health, mental wellbeing, and academics during this time

Guidance for Resident Assistants

- Resident assistants (RAs) are considered liaisons to public health and stewards of public health and safety protocols
- RAs will be trained in signs and symptoms of COVID-19 and emergency response protocols
- RAs will engage in virtual floor meetings to engage with residents while upholding current safety guidelines
 - This may be done via Zoom, Google Hangouts, Netflix sharing, etc.

At-Risk Students

- Students with pre-existing medical conditions should document their condition and associated treatment plan through Magnus Health and maintain open communication with their RA, Student Health Center, and Primary care provider.
 - Some of the medical conditions that put students at risk for severe illness and complications of COVID-19 include: asthma, diabetes, immunosuppressive drug therapy including chronic systemic corticosteroid treatment, heart disease, HIV, and morbid obesity

Isolation Locations

In the event a student is required to self-isolate away from roommates and house-mates, the following locations will be available on campus:

Students will be contacted by the Student Health Center and/or the local public health department in the event they are required to self-isolate. The Case Management Team will work closely with any student in self-isolation to ensure proper healing, provide emotional support, academic support, and the safe delivery of regular meals.

Cargo	Pellowe	CVN
<i>Private bathroom accessible</i>	<i>Private bathroom accessible</i>	<i>Private bathroom accessible</i>

Room #: 123, 124, 125, 126	Room #: 117	Room #: 9
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Dining Services

Adrian College, in partnership with Sodexo, has developed safe dining protocols to align with state and local public health guidelines. These protocols will continue to be updated in accordance with state and local executive orders.

As guests enter the dining areas, they will experience:

- Touchless entry options, if practicable, along with enhanced sanitation procedures in the entryway, including hand sanitizing stations
- A welcome area displaying instructions for the floor traffic pattern, a menu format at each station, and any other safety and service expectations required
- A friendly greeting by staff, standing behind a plexiglass barrier and equipped with appropriate PPE, at the checker stand
- Augmented signage – at eye level – that includes floor decals to reinforce traffic patterns and social distancing

As guests move through the dining areas, they will see and experience:

- Floor decals and consistent signage to reinforce traffic patterns and social distancing
- A single directional travel pattern that allows them to efficiently move from the entrance to their selected stations
- Stations, attended by uniformed staff, who are wearing and using appropriate PPE
- Staff frequently sanitizing serving stations to ensure safety and instill confidence
- Efficient station designs for each menu module to ensure quality selection and service and optimal sanitation standards

Guests may expect:

- Meal packaging that is appropriate to the specified menu item, along with wrapped utensils, napkin, and portioned condiments, if there is no seating
- No personal refillable containers to be utilized in the dining room, to ensure safety for our staff and guests
- Menu toppings and condiments to be portioned by the attendant
- Reusable dishware and utensils, if available, to be stored behind the service area and distributed by the attendant in a sanitary fashion
- Adjustments in seating availability, due to local government regulations, and set capacity of the space

Guests also will expect and experience:

- Visible constant sanitation and cleaning by uniformed staff
- Tables that are cleaned and disinfected after each use and free of any items like salt/pepper shakers or napkin dispensers
- Traffic patterns that lead from the seating area to the exit with designated instructions along the way for returning dishes or disposing of packaging or waste into marked receptacles

Student Medical Clinic

The following policies are meant to mitigate community spread of COVID-19 and respiratory illness in the Student Medical Clinic and on Adrian College campus.

For All Patients

- All visits will be by appointment-only
- Implement respiratory hygiene and cough etiquette. Surgical or procedural masks will be readily available at all entries/exits and clear signage in relevant languages should reinforce their use.
- Patients will be screened for COVID-19 over the phone or via telemedicine:
 - Do you have a **Fever** without having taken any fever reducing medications?
 - Do you have a **Cough**?
 - Do you have **Muscle Aches**?
 - Do you have a **Sore Throat**?
 - Do you have **Shortness of Breath**?

- Do you have **Chills**?
- Do you have new loss of **Taste or Smell**?
- Have you, or anyone you have been in close contact with, been diagnosed with COVID-19, or been placed on quarantine for possible contact with COVID-19?
- Have you been asked to self-isolate or quarantine by a medical professional or a local public health official?
- **If there is suspicion for COVID-19, the student will be referred for appropriate testing**
 - Student will self-quarantine in current residence until test results are obtained with support from the AC Case Management Team

For Patients with Acute Respiratory Illness or Fever

- Consider using telemedicine to evaluate when able
- Recommend home care with symptom monitoring without face-to-face evaluation when clinically appropriate. Encourage patients to stay home and avoid congregate settings until their symptoms resolve
- Patients should not wait in lobbies or waiting rooms. Immediately place patients in a private room with the door closed.

Sick Notes

- Students, staff, and faculty will *not* be expected to provide a note from their healthcare provider if they have missed work or class due to respiratory illness.

Testing for COVID-19

Testing Guidelines

- Adrian College community members who have symptoms of COVID-19 should self-isolate and contact the Student Medical Clinic, their primary care provider, or the Lenawee County Health Department at 517-264-5226, Option 5.
- Screening for COVID-19 follows the State of Michigan guidelines.

- If testing is warranted, Adrian College community members will be directed to a designated testing site:
 - ProMedica Herrick Hospital, 500 E Pottawatamie St, Tecumseh, MI 49286
 - Adrian Urgent Care, 715 N Main St, Adrian, MI 49221

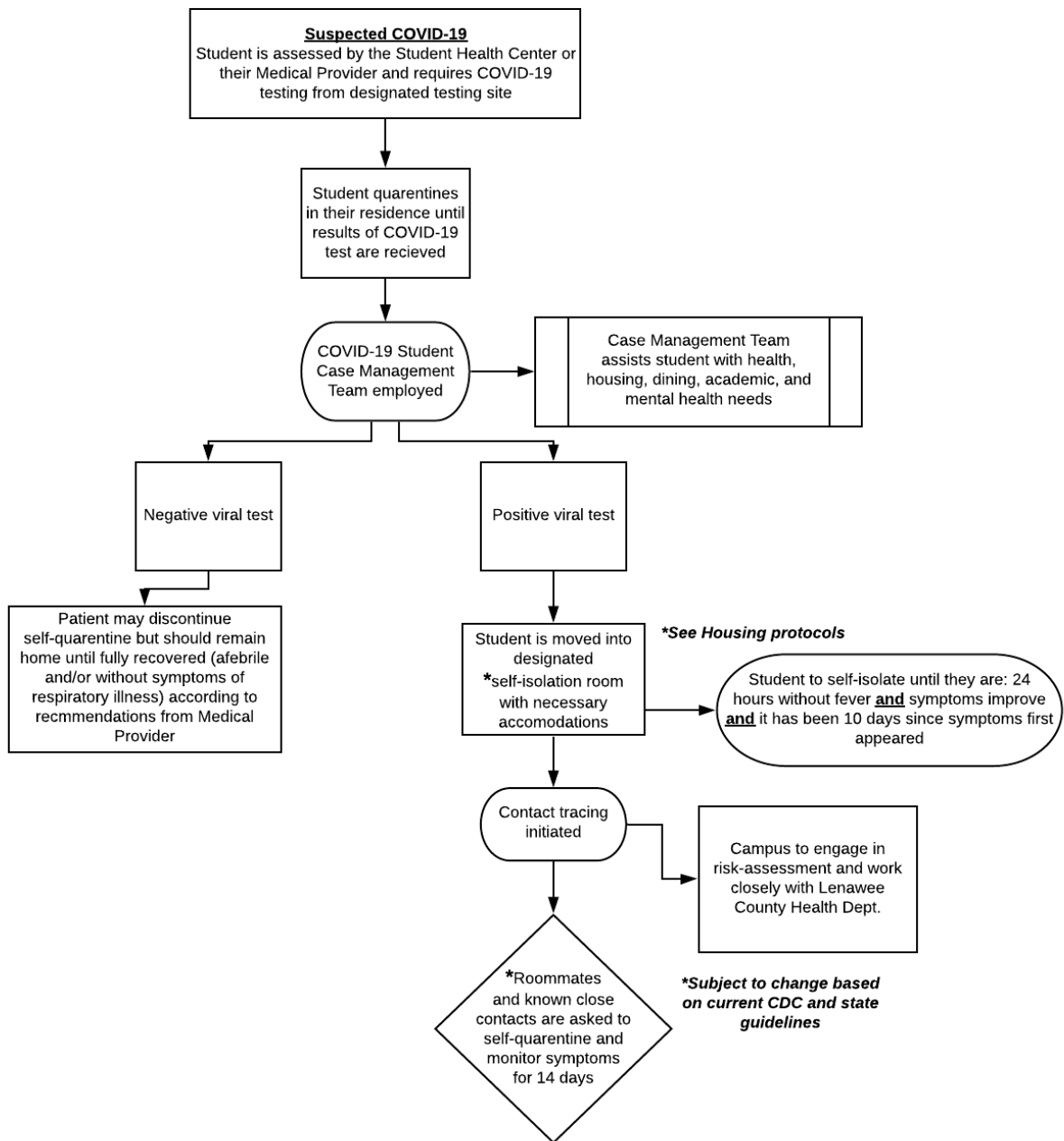
Testing Criteria

People with these symptoms or combinations of symptoms may have COVID-19:

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell.

Eligibility for One-Time COVID-19 Testing in Michigan

- Anyone with COVID-19 symptoms, including mild symptoms
- Close contacts without symptoms
- At intake to any group living or congregating care settings, even without symptoms
- At intake to a hospital in preparation for a surgical procedure, even without symptoms
- Testing for public health monitoring purposes
- Testing to increase rates per million per day in communities facing inequity in access



Academic Affairs

Adrian College plans to be open and offering face-to-face classes for Fall 2020, informed by MICU and CDC guidelines, as well as Governor Whitmer’s reopening plan guidelines. Our Fall 2020 semester will also be defined by a “new normal” that is largely dictated by variables that are beyond our control and

prediction. Therefore, our outlook for Fall semester (and potentially future semesters) will be defined by patience and flexibility.

The academic affairs plan will take the following into account:

1. Adherence to the CDC and Michigan State recommendations and guidelines in regard to face coverings.
2. Maintaining social distancing protocols until we reach level 6 as defined by Governor Whitmer's reopening plan (<https://www.mistartmap.info/>).
3. Disinfection protocols and supplies in place for all classroom spaces (per MICU considerations and CDC guidelines: <https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/index.html>)
4. Health screening protocols and PPE supplies (i.e. face coverings) in place for all classes (per CDC guidelines and MICU considerations)
5. Accommodation options for those who are not able to adhere to the academic affairs plan expectations outlined in this section, per CDC and ADA guidelines via Human Resources.

Academic Affairs Plan and Protocols

Adrian College intends to be fully open, offering face-to-face classes for Fall 2020. However, Adrian College is prepared for a variety of scenarios and we will remain flexible, as the situation may change throughout the semester and beyond.

Scenario #1: Course delivery is 100% online. For clinical experiences and internships, students will follow the external organizations's protocols, which may differ from how courses are delivered on the Adrian College campus.

Scenario #2: Face-to-face classes but will modify our delivery to ensure social distancing and PPE guidelines are being followed. Classroom capacities have been modified to adhere to social distancing guidelines whenever possible. For clinical experiences and internships, students will follow the external organizations's protocols, which may differ from how courses are delivered on the Adrian College campus.

Maintaining face-to-face classes will follow the social distancing protocol defined below. Our campus will consistently monitor all current guidance from local public health guidelines.

Scenario #3: Post-pandemic will mean that we resume normal face-to-face course offerings with no needed modifications in delivery.

Social Distancing Protocols:

--All classes will meet at their “social distancing capacity” as defined by the classroom space. This threshold may be adjusted as necessary. Signage is displayed in each room defining the room’s social distancing capacity. Capacity may also be maintained in each classroom space by considering alternative models of delivery for courses, if needed.

PPE and Sanitation Procedures (Scenario #2):

The following procedures have been developed based on CDC Guidelines for colleges and universities, which can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/considerations.html>.

All classroom spaces will be thoroughly disinfected daily by our custodial staff. See below for procedures regarding disinfection between each class and PPE requirements/ recommendations.

--Classroom entry procedures:

1. Faculty members should check for the MI Symptoms “daily check” **green** electronic pass (can be displayed on a phone or printed and brought to class by the student) for each student. Any student without a pass must complete the electronic questionnaire and obtain a pass to enter the classroom space.
2. Students and faculty will adhere to the CDC and Michigan State recommendations and guidelines in regard to face coverings. Students and faculty are strongly encouraged to wear a face covering at all times on campus. Any student without a face covering can obtain one at Campus Safety.
3. Students and faculty are to choose a desk/chair/seat in the classroom space that is designated for use. Chairs that are stacked in the classroom space should not be used. **No chairs/furniture/ desks/tables should be moved within the classroom space.**
4. Students will wipe off their desk/chair with a disinfecting wipe, which will be available in each classroom space.
5. Faculty with any questions or concerns about sanitation or PPE materials should contact Plant.

--Procedures during classes

1. Minimize the sharing of objects, i.e. pens, equipment, etc. whenever possible. It is recommended that each student bring their own personal materials, if needed--this includes hand sanitizer and hand wipes.
2. If sharing of objects is required in the class, use disinfecting wipes provided in each classroom space to wipe off objects between uses, if possible.
3. **No chairs/furniture/desks/tables should be moved within the classroom space.**
4. All classroom furniture and seats have been placed to maintain social distancing (i.e. six feet of separation). Decals may be present to designate where furniture should be used to maintain social distancing.
5. Faculty and students will adhere to the CDC and Michigan State recommendations and guidelines in regard to face coverings.
6. Face coverings are strongly recommended at all times on campus

--Classroom exit procedures

1. Each student will use the provided disinfecting wipes to disinfect their workspace/ equipment before leaving.
2. Each student will disinfect their work space thoroughly before leaving the classroom.
3. Faculty members will disinfect any surfaces/objects they touch during the class as well; alternatively, faculty members can disinfect all surfaces in the classroom if they choose before leaving.
4. Students and faculty will adhere to the CDC and Michigan State recommendations and guidelines while moving around or exiting the classroom.
5. Faculty with any questions or concerns about sanitation or PPE materials should contact Plant.

Attendance Considerations

Flexibility whenever possible is strongly encouraged when it comes to class attendance and sickness during the COVID-19 pandemic. The increased screenings and daily symptom check-ins will mean that students who have even relatively mild symptoms may not be able to attend class as they normally would. To lessen the foot traffic and burden of documentation for students, the Student Health Center will not be providing notes to those who are sick during the Fall semester.

Students are asked to not attend in-person class if they exhibit any cold-like symptoms, even if they are relatively mild, as there is a potential that these symptoms may signal a COVID-19 infection. Students who have COVID-like symptoms will be assessed by the Student Medical Clinic or their healthcare provider and referred for testing as appropriate. The student will be asked to quarantine for a period of time to await results of the test. Further, any student who tests positive for COVID-19 will be placed in isolation for a period of time, and will not be able to physically attend class, though if well enough may still attend class virtually. Students on campus who have come into contact with a suspected or confirmed COVID-19 case will also be asked to quarantine, and will not be able to physically attend class. Finally, any students who have engaged in domestic or international travel will also be highly encouraged to quarantine for 14 days.

For all of the above scenarios, plus others that may unfold, it is important that faculty members do the following:

- Communicate understanding to students under quarantine and isolation regarding face-to-face attendance, preferably in the syllabus itself
- Communicate understanding when students are ill and may not be able to participate in class for a period of time, and accommodate within reason to allow students to have success
- Provide online opportunities to students who are unable to attend face-to-face classes to attend classes virtually, complete assignments, and receive information needed for success

Office Hours and Advising:

Office hours will be conducted virtually during Scenario #1 (fully online teaching), and can be conducted either face-to-face (with social distancing precautions in place) or virtually during Scenario #2.

Advising will be conducted virtually during Scenario #1 (fully online teaching), and can be conducted either face-to-face (with social distancing precautions in place) or virtually during Scenario #2. Resources to support virtual advising are available.

Social Distancing Protocols for Face-to-Face Advising and Office Hours during Scenario #2

1. Faculty are expected to adhere to the CDC and Michigan State recommendations and guidelines in regard to face coverings indoors and while with others.

2. Only one student is allowed in an office space at a time unless two or more students can maintain six feet of separation at all times inside the office space. If office spaces are too small to maintain proper social distancing, face coverings are required, and virtual meetings are strongly recommended.
3. Setting up appointment times is strongly recommended to reduce the chances that multiple students are waiting or congregating in common areas at one time.

Accommodation Considerations

Adrian College is serving students who may find meeting the expectations as outlined in this plan to be personally challenging. These challenges may arise from health considerations (see <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html>), exceptionalities, disabilities, or be of another nature. Academic Services is preparing a variety of adaptations to their services to meet the needs of students with accommodations. See their plan here: <https://docs.google.com/document/d/1MBOs9S-bRKotIwoeEubiBvG8PZOe2rHj2IioaOLiDgw/edit?usp=sharing>.

During scenario #2, all students are expected to regularly attend online/scheduled classes, however accommodations can be made to this expectation on a case-by-case basis.

Protocol for Identifying and Serving Students who Require Accommodations:

- Students with concerns about meeting the expectations of this plan can reach out to Academic Services, who will ascertain the accommodation needs and generate an accommodation letter as needed.
- Students who do not qualify for an accommodation through Academic Services are expected to attend face-to-face classes.

Adrian College may also employ faculty who have non-academic, personal challenges to meeting the expectations outlined in this plan. Human Resources, has also developed a protocol for this consideration:

Protocol for Identifying and Serving Faculty who Require Accommodations:

- During Scenario #2, all classes are expected to be conducted in a face to face format. Faculty who foresee personal challenges of a non-academic nature with meeting the expectations of this plan may contact Christina Corson in the Human Resources Department to begin the formal ADA process of requesting an accommodation due to a disability.

Library Considerations

Shipman Library has taken the following actions:

- Installed sanitizer dispenser in main lobby
- Installed plexiglass barriers for the library's two checkout points
- Posted signage on doors to provide information about current Michigan Executive Orders regarding COVID-19
- Posted signage inside the library and provided floor markings to encourage social distancing
- Posted signage inside the library to encourage both the wearing of face coverings and hand washing
- Increased cleaning of the library, especially surface areas such as keyboards and tabletops
- Made disinfectant wipes available in the library
- Implemented daily health screenings of all workers, including student workers at the library
- Instructed all workers, including student workers, to stay home from work if COVID-19 symptoms are present
- Will provide training to student workers on the library's COVID-19 policies and effective COVID-19 prevention practices
- Will quarantine or disinfect returned library materials before placing them back on the shelves
- Rearranged some library furniture to assist with social distancing, including in computer spaces
- If an occupancy limit restriction is in effect, regular and frequent patron counts will be conducted to monitor compliance, and restrict access to the library when the occupancy limit has been reached
- Keep the Adrian College community informed of library policies and practices regarding COVID-19 through the use of email communication and updates to the library's Facebook page.

Technology and Resource Considerations

The College is aware that some students may not have appropriate technology capabilities from their homes, and faculty will work with students to provide alternative means of completing coursework.

Faculty Support

Academic Affairs has teamed up with approximately 20 faculty members who are working diligently to provide all Adrian College faculty with the resources and professional development opportunities they need to be prepared for online teaching (Scenario #1) and alternate teaching delivery methods (Scenario #2).

Student Support

Support for students, particularly first-year students, who may not have experience with online/hybrid classes, are being developed this summer. Examples of resources include the following:

- Blackboard use videos
- Online learning support strategies

See also the academic services student preparedness plan here:

<https://docs.google.com/document/d/1MBOs9S-bRKofIwoeEubiBvG8PZOe2rHj2IioaOLiDgw/edit?usp=sharing>.

The Registrar's Office is working to develop streamlined processes in the event that office contact is limited for students. Please look out for communication from the Registrar's Office about their plans.

Academic Affairs Staff Support

Human Resources has developed a "*Guide for Returning to the Workplace*" that outlines the guiding principles as well as workplace expectations and guidelines. It is comprehensive containing guidance for specific workplace scenarios, symptom monitoring, personal safety practices such as social distancing, handwashing, etc. If you have any questions or concerns you should reach out to the Human Resources Department.

Flexibility and Patience is Important

Above everything else, we ask for flexibility and patience from all Adrian College community members, as much of what happens next semester is beyond our control. We may fluctuate between different course delivery methods in the foreseeable future, and we will need patience and preparation for our success.

Adrian College Athletics COVID-19

Resocialization Guideline

Adrian College Sports Medicine

Introduction

Intercollegiate athletic settings, regardless of the nature of activity, must always make infectious disease prevention a priority and be equipped to properly protect student-athletes and staff from disease transmission. Due to the COVID-19 pandemic, it is necessary to enact additional prevention measures in order to maintain health and safety for Adrian College (AC) Athletics. AC athletic venues and the Adrian College Sports Medicine (ASM) Athletic Training Room (ATR) are spaces that are typically shared by multiple individuals and groups. Traditional usage has occurred in large volume and in confined spaces, as student-athletes prepare for and participate in athletic activities. Additionally, the general nature of sport involves close contact in a variety of situations while student-athletes train and compete. Because close contact and shared spaces increase the likelihood of disease transmission, it is imperative that comprehensive infection control measures be enacted to minimize the risk.

This guideline has been developed based on recommendations from the National Collegiate Athletic Association (NCAA), the American College Health Association (ACHA), the National Athletic Trainers' Association (NATA), the World Health Organization (WHO), and the United States Olympic and Paralympic Committee (USOPC). It is intended to serve as an addendum, specific to intercollegiate athletics, to general AC infection control policies and procedures and AC Athletics policies and procedures.

Infection control is a shared responsibility in the athletic setting and falls to all facility staff, coaches, medical staff, and student-athletes. It should be recognized that disregard of this infection control responsibility by any party could result in spread of infection and have serious implications on Adrian College Athletics.

Core Principles of Resocialization of Collegiate Sport

Because the COVID-19 pandemic is rapidly evolving, it is likely that specific recommendations may change as scientific and medical knowledge continue to increase. For this reason, this document may need regular updating throughout the course of the pandemic to ensure that the guidelines contained comply with current recommendations from campus, local, state, and national health organizations. However, it is assumed that the following Core Principles of Resocialization of Collegiate Sport from the NCAA can be applied:

· There must not be directives at the national level that preclude resocialization.

· State and local authorities must have in place a plan for resocialization.

- In accordance with the federal guidelines, such a plan assumes the following state/local gating criteria have been satisfied:
 - A downward trajectory of influenza-like illnesses reported within a 14-day period and a downward trajectory of COVID-like syndromic cases reported within a 14-day period.
 - A downward trajectory of documented cases of COVID-19 within a 14-day period or a downward trajectory of positive tests as percentage of total tests within a 14-day period.
 - Hospitals can treat all patients without crisis care and there is a robust testing program in place for at-risk health care workers, including emergency antibody testing.

· There should be a plan in place at the university/college level for resocialization of students. In keeping with the federal guidelines, universities should consider guidance provided to employers to develop and implement appropriate policies regarding the following:

- Social distancing and protective equipment.
- Temperature checks.
- Screening and isolating.
- Sanitation.
- Use and disinfection of common and high-traffic areas.
- School business travel.
- Monitoring of the workforce for indicative symptoms and preventing symptomatic people from physically returning to work until cleared by a medical provider.
- Workforce contact tracing after an employee's positive test for COVID-19.

· There must be a plan in place at the university/college level for resocialization of student-athletes within athletics. In keeping with the federal guidelines, athletics should practice the following:

- All student-athletes, athletics health care providers, coaches and athletic personnel should practice good hygiene.
- All student-athletes, athletic health care providers, coaches and athletic personnel should stay home if they feel sick.
- Guidance noted above for university employees should be in place within athletics.

·There must be adequate personal protective equipment for athletics health care providers and there must be sanitizers to manage infection controls in all shared athletics space.

·There must be the ability to assess immunity to COVID-19 at a regional and local level. This could include immunity at the college campus, plus a more focused assessment of herd immunity for athletics teams.

·There must be access to reliable, rapid diagnostic testing on any individual who is suspected of having COVID-19 symptoms.

·There must be in place a local surveillance system so that newly identified cases can be identified promptly and isolated, and their close contacts must be managed appropriately.

·There must be clearly identified and transparent risk analyses in place. Such risk analyses consider issues such as economics, education, restoration of society, and medical risk of sport participation, including possible COVID-19 infection and possible death.”

It should be noted that student-athletes are students first and that we have an ethical duty to protect vulnerable populations.

Phased Resocialization of Sport

Resumption of sport activities, like resumption of any other on-campus activity, should occur gradually and in phases based on local public health conditions and institutional capacity to complete appropriate screening, testing, and contact tracing. Progression or regression from one phase to another should occur after considering gating criteria and seeking direction from appropriate AC, local, state, and national authorities. Planning should include the likely scenario of infection rebound, resulting in regression of phases and more restrictive mitigation measures and physical distancing.

Each head coach, program director, or operations director should consider how each phase may be safely and effectively implemented within their specific program. Planning for each phase should be on record with the Athletic Health Care Administrator and Director of Athletics and consider both the feasibility and budgetary implications necessary to accomplish said plan. An abundance of caution should be used in

all circumstances and each sport should be assessed separately for each phase to assess and appropriately minimize risk (e.g. individual vs. team sports; contact vs. non-contact sports; major spectator vs. limited spectator sports). Areas for consideration should include:

- Sport-related impediments to personal distancing, which is unavoidable in many sports (e.g. soccer, basketball, lacrosse, wrestling, football and other contact sports) and less common in others (e.g. golf, equestrian, singles tennis).
- Ball or other implement transfer during training and competition (e.g. football, volleyball, soccer, baseball/softball, and basketball).
- Scheduling considerations of multi-use facilities for practices and competition.
- Scheduling considerations for large invitational/tournament competitions.
- Needs and feasibility of appropriate cleaning and disinfection of shared apparatus for training or competition (e.g. pole vault, strength/skill training equipment).
- Safe re-acclimatization and/or readiness testing for sport activity after an extended period away. It should be noted that student-athletes are unlikely to have participated in summer leagues, scrimmaging, or other sport activities and that certain sport activities may be much different than general fitness.
- Physical distancing and sanitation principles in the areas of:
 - Locker rooms.
 - Strength and conditioning facilities.
 - Indoor training or competition venues.
 - Team meeting/film rooms.
 - Other highly communal areas in athletic facilities including such as bench and spectator areas.
 - Interaction with spectators and other teams around athletic competition.
 - Team travel and lodging.
 - On and off-campus recruiting.
 - Isolation and transportation of individuals who show signs of illness or test positive for COVID-19 while away from AC during team travel.
- The difficulty/feasibility of “policing” physical distancing among spectators, even in small crowds, and whether that is a task that athletics staff are willing and capable of completing.

The following phase guidelines are adapted from NCAA, ACHA, and NATA recommendations:

Phase Zero

- To be completed at home prior to reporting to campus with specific instructions regarding self quarantine.
- Elements of Self-Quarantine:
 - The college is asking all students to get tested 7 days prior to arriving to campus
 - Monitor for fever, cough or trouble breathing
 - Avoid contact with others- practice physical and social distancing when necessary
 - Face coverings required if leaving place of residence.
 - Wash hand frequently, avoid touch face/eyes, sneeze into elbow/forearm

Phase One

In accordance with the federal guidelines, resocialization of sport in Phase One assumes the following:

- Gating criteria have been satisfied for a minimum of 14 days.
- Vulnerable student-athletes, athletics health care providers, coaches and athletics personnel should continue to shelter in place. Vulnerable populations include individuals with serious underlying health conditions such as high blood pressure, chronic lung disease, diabetes, obesity and asthma, and those whose immune system is compromised, such as by chemotherapy.
- Those living in dorms and other residences where vulnerable individuals reside should be aware that by returning to sport, work, or other environments where distancing is not practical, they could carry the virus back home and appropriate isolation precautions should be taken.
- Physical distancing should continue in all circumstances, providing for additional space as necessary to ensure adequate distancing between participants for all activities.
- Gatherings of more than 10 people should be avoided unless precautionary measures of physical distancing and sanitation are in place.
- Gyms and common areas where student-athletes and staff are likely to congregate and interact should remain closed unless strict distancing and sanitation protocols can be implemented. If possible, all activity should occur outdoors.
- Athletic equipment, including game balls, implements, training devices, and safety equipment, should not be shared amongst individuals.
- Virtual meetings should be encouraged whenever possible and feasible.
- Nonessential travel should be minimized, and Centers for Disease Control and Prevention guidelines regarding isolation after travel should be implemented.

**** repetitive handling of a shared object such as game balls and other shared equipment should be avoided****

Phase Two

In accordance with federal guidelines, if Phase One has been implemented successfully, with no evidence of a rebound, and gating criteria have been satisfied for a minimum of 14-days since the implementation of Phase One:

- Vulnerable individuals should continue to shelter in place.
- Awareness and proper isolating practices related to vulnerable individuals in residences should continue.
- Physical distancing should continue.
- Gatherings of more than 50 people should be avoided unless precautionary measures of physical distancing and sanitation are in place.
- Gyms and common areas where student-athletes and staff are likely to congregate and interact should remain closed, or appropriate distancing and sanitation protocols should be implemented.
- Sanitation plans should be in place for shared athletic equipment, including game balls, implements, training devices, and safety equipment.
- Virtual meetings should continue and be encouraged whenever possible and feasible.
- Nonessential travel may resume.

**** sharing of common objects such as game balls and other shared equipment still should be avoided****

Phase Three

In accordance with federal guidelines, if Phase Two has been implemented successfully, with no evidence of rebound, and gating criteria have been satisfied for a minimum of 14 days since the implementation of Phase Two:

- Vulnerable student-athletes, athletics health care workers, coaches, and athletics personnel can resume in-person interactions and all people should continue to practice physical distancing, minimizing exposure to settings where such distancing is not practical.
- Gyms and common areas where student-athletes and staff are likely to congregate and interact and can reopen if appropriate sanitation protocols are implemented, but all people should consider minimizing time spent in crowded environments.

- Sanitation plans should remain in place for shared athletic equipment, including game balls, implements, training devices, and safety equipment.
- Unrestricted staffing may resume.
- Single day practices may begin to all for acclimation and readiness for competition

** repetitive handling of common objects such as game balls and other shared equipment can occur and contact activities can begin**

Phase Four

In accordance with federal guidelines, if Phase Three has been implemented successfully, with no evidence of rebound, and gating criteria have been satisfied for a minimum of 14 days since the implementation of Phase Three:

- Continued screenings of student-athletes daily.
- Group athletic practices Continue
- Day of Competition:
 - Screening of Student-athletes, Coaches, Game personal, Officials
 - Visiting Teams will screen on campus and log to tracking purposes

Screening Procedures

Screening for COVID-19 in student-athletes, coaches, staff, athletics healthcare providers, spectators, and officials will be administered as directed by AC. Other stakeholders in testing procedures may include local, state, and national health organizations, the Michigan Intercollegiate Athletic Association (MIAA), and the NCAA. Specific guidelines will be developed for the following situations, in addition to general AC testing policies:

- Screening of visiting teams and staff.
- Screening of officials.
- Screening of AC teams and staff traveling to other campuses as well as plans for isolation and testing on return to AC, if necessary.
- Planning for isolation and transportation of visiting individuals who may test positive while at AC.

- Planning for isolation and transportation of student-athletes, coaches, and staff who may test positive while away from AC (i.e. while visiting another institution for competition, recruiting, etc.).

It should be recognized that when student-athletes return to campus that they will be returning from a variety of domestic and international locations. This means that every individual will be a unique case and a unique risk. Testing and screening procedures will be directed by AC and it is possible that testing, screening, and self-monitoring in isolation procedures may vary from individual to individual. Because of this it should not be expected that all student-athletes will be cleared for resocialization at the same time.

Facilities and Operations

AC Athletics should make plans with AC Facilities to ensure appropriate cleaning and sanitation schedules of all athletic facilities, following CDC guidelines. Special consideration should be given to:

- Athletic Training Room(s)
- Laundry services.
- Scheduling Locker Room Cleanings
- Restrooms.
- Shared athletic venues.
- Weight Room/Fitness centers cleaning following all team workouts.
- Other high traffic/high touch areas, as well as equipment (e.g. balls, pads, etc).

Sports Medicine

These protocols will be implemented to promote the health and safety of ASM patients, ASM staff members, and others who may utilize the services of ASM (i.e. visiting teams). Protocols will be updated, as appropriate, based on local, state, and national guidelines.

Patient Care Considerations

- In order to promote appropriate sanitation occupancy will be limited to physical distancing standards. will do space analysis
- Tables will be disinfected between athletes and scheduled cleaning of ATR throughout the day.
- All patients and staff should wear face masks when appropriate physical distancing of 6 feet is not possible, such as when receiving evaluation, treatment, and taping.
- ASM providers must change gloves or wash/sanitize their hands between contact with different patients.

- Patients will be advised to make an appointment, by email or phone, prior to coming to for evaluation or treatment. Walk-ins are not preferred and cannot be guaranteed due to occupancy and staff limits.
- The use of the Magnus Health kiosk will be temporarily discontinued for sanitary purposes and ASM staff will log all treatments to promote good record keeping and contact tracing.
- Telemedicine should be utilized, whenever appropriate.
- All patients and staff should be screened for COVID-19 and other illness symptoms and have their temperature taken, preferably with infrared or laser prior to entering the ASM office.
- Patients who present with illness should not be allowed to enter the ASM office and protocols should be developed for prompt triage with Adrian Health Clinic.
- Peak flow measurements and intense exercise should not occur within the ASM ATR in order to limit generation of aerosols.
- Visitors and accompanying guests will not be allowed in the ASM office.
- Ice bags, hot packs, and rehabilitation equipment will no longer be self-service items.
- Unscheduled preventative care, such as stretching and taping, will occur in locations outside the ASM training room, such as a gym or practice field, in order to limit the risk of facility contamination.
- Specific hours for evaluation/treatment/rehabilitation outside of practice and competition hours should be used in order to ensure that ASM providers and facilities are able to respond to emergent needs and prophylactic treatments surrounding practices and competition while maintaining sanitation and distancing standards.

It must be recognized that these changes will limit the ability of ASM to care for patients in the way that they may be accustomed to receiving care. It should also be noted that some of these restrictions will limit the number of patients ASM can care for and/or the scope of care that ASM is able to provide. Additional referrals to off-campus health care providers may be necessary in order to meet appropriate standards of care.

Facility Considerations

- Offices should be decluttered to promote easier sanitation and distancing. In general, office use should be limited to only the individual assigned the specific office.
- Treatment tables must be spread apart to allow for 6 feet physical distancing between players.
- Signage should be placed throughout the ASM office to educate users regarding COVID-19 precautions and promote principles of sanitation and physical distancing.

- Adequate access to alcohol-based hand sanitizers must be present at the entrances and exits and in treatment areas.
- Hot pack covers must be washed between patients or wrapped in a clean towel and put in laundry
- Other treatment modalities, such as GameReady, Normatec and ultrasound should be sanitized between patients.
- Whirlpools must be drained and sanitized between patients.
- The ASM office should always remain locked when it is not staffed in order to ensure sanitation.
- Magazines, television remotes, etc. will be removed from patient areas.
- Personal items such as coats, backpacks, etc should be left outside of ATR.
- No consumption of food or beverages will be allowed in treatment areas.
- There must be strict enforcement of policy regarding loitering.

It must be recognized that these changes may limit the ability of ASM to care for patients in the manner that they may be accustomed to receiving it or a patient's desire to receive specific care.

Operational Sanitary Considerations

Due to necessary changes in sanitation, the following steps must be taken to ensure proper sanitation of equipment:

- Shared water bottles will no longer be allowed, and each individual student-athlete should report to campus with their own water bottle.
 - Water bottles should be washed outside of the ASM office to limit traffic in the ASM Athletic Training Room.
 - AC Athletics should consider opportunities to place water bottle washing and filling stations outside of the ASM office.
- If cups are used, they should only be used once and then disposed of in a trash receptacle.
- Trash receptacles must be present at every athletic venue and should be emptied daily.
- First aid kits must be wiped down/sanitized after being deployed for practice or competition.
- Coolers must be sanitized, inside and out, after each use.
- Coolers may no longer be borrowed for events outside of practice or competition.
- Hydration stations may be used, but only for filling water bottles and not for drinking. Individual sprayers and lids should be sanitized daily and pumps, lines, etc. should be sanitized weekly. AT's will refill water bottles to reduce touch points.
- John Deere should be sanitized before each use.
- All laundry should be done daily.

Administrative/Staff Considerations

- Quantities of personal protective equipment should be monitored to ensure protection of all staff and patients. If personal protective equipment supplies run low, temporarily stopping operation of CSM must be considered for the protection of staff and patients.
- Staff who are ill or present with a temperature during pre-work screenings should not report to work.
 - They should also report their condition to AC following general AC protocols and only return to work when cleared to do so.
 - Staff who become ill will significantly reduce the work capacity of ASM and, depending on exposure, may require self-isolation of other staff as well.
- Staff should be educated and knowledgeable about COVID-19 symptoms, transmission, and protocols.
- Necessary patient care and facility considerations will inhibit the ability of ASM to care for the numbers of injuries sustained by AC student-athletes. This may be further inhibited if ASM staff needs to be involved in regular screening or testing related to intercollegiate athletics. AC should consider taking steps to reduce the number of injuries that could occur. This could occur through:
 - Limiting injury exposure through fewer non-traditional practices, fewer contact/live drill situations in practices, or reducing the number of games.
 - Decreasing overlap between sports and/or seasons
 - Promoting better conditioning of student-athletes prior to the start of the season.
 - Encouraging coaches to adapt practice plans to reduce risk and promote self care and prevention strategies.
- Student-employees may be helpful in achieving necessary sanitation levels as well as maintaining daily operations.
- Additional referrals to outside health care providers may be necessary to ensure appropriate standards of care for injured student-athletes.

It should be recognized that the health and wellbeing of the ASM staff must be preserved throughout and protected as losing staff would have detrimental impacts on student-athlete health and safety. Staff members will likely be asked to work long hours, under pressure, and with risk of infection. Recognition of the signs and symptoms of burnout and provision of support by AC administration is essential.

Pre-Participation Exams

During the COVID-19 pandemic, changes may be made to the *Adrian College Athletics Pre-Participation Exam Policy* to help accommodate necessary sanitation and physical distancing. These changes should be considered temporary and, in all circumstances, the health and wellbeing of the student-athlete and ASM staff should be paramount. Because of this, the following changes will be enacted:

- A COVID-19 history form will be added to the pre-participation forms for incoming and returning student-athletes to help inform ASM of related health concerns. Additional screening for COVID-19 will be required once student-athletes report to campus.
- All incoming student-athletes will be encouraged to schedule a sports physical on their own prior to reporting to campus.
 - They should use the ASM forms and have their physician sign them.
 - The forms should be uploaded onto the Magnus Health Portal.
 - ASM should review all forms carefully, paying close attention to health histories and physician exams and bring any concerns to the attention of the AC team physician.
 - Any concerns will be evaluated by the AC team physician prior to clearance for participation in official team activities.
 - Any incoming student-athlete who is unable to secure an off-campus physical will be required to receive an on-campus physical or one from the team physician's office prior to any official athletic participation.
 - The acceptable date for a current year physical this year is August 1, 2020.
- Anyone with a significant Upper Respiratory illness (COVID confirmed or not), from January to August 2020, gets an EKG and cardiopulmonary exam before sport clearance.
- Returning student-athletes will completely update their magnus health portal prior to returning to campus.
 - This will include COVID-19 screening form, update vital health record, insurance card, Adrian College Secondary Insurance Form and assumption of risk.
- Baseline concussion testing will still need to be completed by all incoming student-athletes and by those returning student-athletes who have concussion histories warranting re-testing, following the Adrian College Athletics Concussion Policy.
 - BESS testing will occur in a space that allows for proper social distancing.
 - SCAT 5 testing:
 - Will occur in a quiet space that allows for proper social distancing
 - Will occur on a scheduled one on one basis

Coaches should expect that some student-athletes may be cleared for participation on different timelines due to the complexities of each individual situation.

Return-to-Exercise and Sport after COVID-19 Diagnosis

COVID-19 has been associated with significant mortality and morbidity, including adverse sequelae. Due to the novel nature of the virus, there is little data available to determine criteria for individuals who have been infected to receive medical clearance to return to exercise and sport so recommendations may change over time. Any student-athlete diagnosed with COVID-19 must provide written clearance for resumption of activities by the AC Team Physician prior to returning to AC Athletics. This clearance is additional to the general clearance for return-to-campus, required for general students, faculty, and staff. After clearance to return to physical activity following COVID-19 diagnosis, individuals will return to play following the COVID-19 Return-to-Play Algorithm for Competitive Athlete and Highly Active People from the Journal of the American Medical Association.

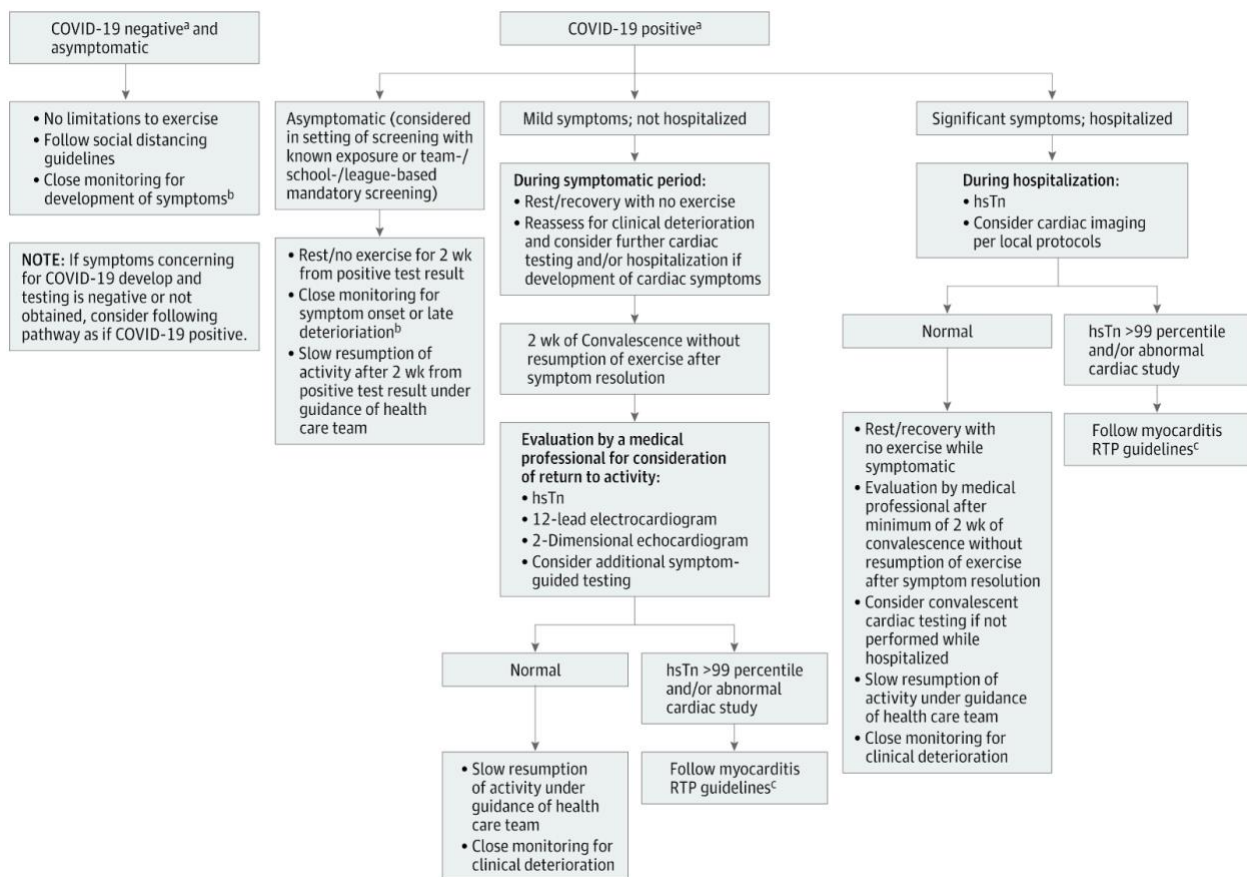


Figure 1 - Image taken from: Phelan D, Kim JH, Chung EH. A Game Plan for the Resumption of Sport and Exercise After Coronavirus Disease 2019 (COVID-19) Infection. JAMA Cardiol. Published online May 13, 2020.

doi:10.1001/jamacardio.2020.2136.

Vulnerable Athlete

Defined as: Vulnerable populations include individuals with serious underlying health conditions such as high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised, such as chemotherapy.

1. The vulnerable athlete will be handled on a case by case basis by the institution's team physician.
2. The medical staff will follow recommendations regarding appropriate progressions and clearance of these students-athletes by each institution's team physician following appropriate and current medical recommendations, after considering each unique set of circumstances.

Fall Team Check in

- 1) Athletes will be notified by Sport Coaching staff to report at specific times, in groups of 10 for following current NCAA, NATA and ACHA guidelines.
- 2) We ask that parents drop their Athletes off at the front of the prescribed drop off area for your team. The team Personnel will be waiting for them at the door to check each athlete into their dorm area. Due to trying our best to keep areas sanitized for the athletes we are asking parents limited access to the dorm area. Move in essential items and depart shortly thereafter to ensure safety for all involved.
- 3) All Athletes will fill out CoVid19 questionnaire and have their temperature taken. Anyone with a temperature of 100.0 degrees or higher will be referred to the health center for follow up.

4) Athletes will then report to designated meeting areas for individual sport check in with Adrian medical Staff and Coaches.

Practice procedures – Note these could vary a little by sport with consultation with Adrian medical staff and Athletic Director approval.

PHASE 1 (Allows for under 10 athletes) – Locker Rooms closed during this phase – Helmets for football at some time during this phase

1) All Athletes will fill out CoVid19 questionnaire and have their temperature taken before every practice. The College personnel (Coach, Athletic Trainer, Safety Officers) will take the temperature of all Players before entering Athletic Areas. Coaches and Team personnel will also get their temperatures taken before entering the practice areas. Anyone with a temperature of 100 degrees or higher will be referred to the health center for follow up.

2) Athletes will be divided by coaches into groups of no more than 10 athletes in any group based on current guidelines. Athletes will report at their groups' time to enter athletic areas and will leave the area immediately following their practice session. **A schedule will be sent out communicating all scheduled times for each group to report for practice by respective Head Coaches.** Athletes, coaches and team personnel will practice social distancing while gearing up for practice- maintaining 6 feet distance from each other. Once athletes are in the practice area, they will not have physical contact with each other. Athletes will work on skills and drills that do not require them to have contact with each other. Athletes and coaches will maintain social distancing for the duration of the practice. Once a group is finished practice, we ask that all athletes from that group go directly to the locker room area or their next phase of that team's workout. This will allow for the next group to enter the practice area. Large areas like the stadium could handle 4 -5 of these types of groups. Once practice is completed athletes are to go to the locker room and change (or change shoes in general area then back to dorms). There should be no loitering in locker (general common) room areas.

3) During any breaks or changes in sessions, the implements should be wiped down. In this phase soccer players should keep ball drills to the feet only. No sharing of balls during this phase for volleyball.

4) Athletes, Coaches and Team Personnel are required to use good hygiene before, during, on any and all

breaks, as well as after practice sessions. Coaches are required to wear masks (Other PPE's if needed) at all practices and while in any athletic venue/ building. Athletes are required to wear masks when not actively participating.

5) Water breaks - Athletes are required to bring their own water bottles. Water bottles can be filled at the water stations provided by the Adrian Medical staff. Social Distancing should be maintained during any down time, breaks or instructional periods during practice.

6) We will also be following any other measures that the Athletic Medical Staff will require us to take to ensure everyone's safety. We will communicate those requirements, if any, as we go through practices.

PHASE 2 (allows for under 50 athletes) – Phased in Locker Room usage - Add shoulder pads in week two of this phase under strict limited contact.

1) All Athletes will fill out CoVid19 questionnaire and have the temperature taken before every practice. The College personnel (Coach, Athletic Trainer) will take the temperature of all Players before entering Athletic Areas. Coaches and Team personnel will also get their temperatures taken before entering the practice areas. Anyone with a temperature of 100 degrees or higher will be referred to the health center for follow up.

2 Athletes will be divided by coaches into groups of no more than 50 athletes in any group based on current guidelines. Athletes will report at their groups' time to enter athletic areas and will leave the area immediately following their practice session. **A schedule will be sent out communicating all scheduled times for each group to report for practice by respective Head Coaches.** Athletes, coaches and team personnel will practice social distancing while gearing up for practice- maintaining 6 feet distance from each other. Once athletes are in the practice area, they will not have physical contact with each other. Athletes will work on skills and drills that do not require them to have contact with each other. Athletes and coaches will maintain social distancing for the duration of the practice. Once a group is finished practice, we ask that all athletes from that group go directly to the locker room area or their next phase of that team's workout. This will allow for the next group to enter the practice area. Large areas like the stadium could handle 4 -5 of these types of groups. Once practice is completed athletes are to go to the locker room and change (or change shoes in general area then back to dorms). There should be no loitering in locker (general common) room areas.

3) During any breaks or changes in sessions, the implements should be wiped down. In this phase for example soccer players should keep ball drills to the feet only. Volleyball may use balls at this time but will be required to wear masks during drills.

4) Athletes, Coaches and Team Personnel are required to use good hygiene before, during, on any and all breaks, as well as after practice sessions. Coaches are required to wear masks (Other PPE if needed) at all practices and while in any athletic venue/ building. Athletes are required to wear masks when not actively participating.

5) Water breaks - Athletes are required to bring their own water bottles. Water bottles can be filled at the water stations provided by the Adrian Medical staff. Social Distancing should be maintained during any down time, breaks or instructional periods during practice.

6) We will also be following any other measures that the Athletic Medical Staff will require us to take to ensure everyone's safety. We will communicate those requirements, if any, as we go through practices.

PHASE 3 (allows full team gatherings) – full gear for all teams

1. All Athletes will fill out CoVid19 questionnaire and have their temperature taken before every practice. The College personnel (Coach, Athletic Trainer, Safety Officers) will take the temperature of all Players before entering Athletic Areas. Coaches and Team personnel will also get their temperatures taken before entering the practice areas. Anyone with a temperature of 100.0 degrees or higher will be referred to the health center for follow up.
2. Full practice sessions can be utilized under a normal condition.
3. Athletes, Coaches and Team Personnel are required to use good hygiene before, during, on any and all breaks, as well as after practice sessions. Coaches are required to wear masks (Other PPE if needed) at all practices and while in any athletic venue/ building. Athletes are required to wear masks when not actively participating.

4. Water breaks - Athletes are required to bring their own water bottles. Water bottles can be filled at the water stations provided by the Adrian Medical staff. Social Distancing should be maintained during any down time, breaks or instructional periods during practice.

5. We will also be following any other measures that the Athletic Medical Staff will require us to take to ensure everyone's safety. We will communicate those requirements, if any, as we go through practices.

***These recommendations are based on recommendations for social distancing from the CDC, NCAA, ACHA and NATA. Thank you for your cooperation in helping to keep everyone safe. We appreciate you. We will be in touch with any updates.

General Athletic notices

Staff

- Conduct formal training for all staff, coaches, instructors and volunteers on new procedures and protocols.
- Post a checklist for them to follow.

- Monitor staff health.
- Do not permit any staff to work with any symptoms or contact with COVID-19 in the past 14 days.
- Keep meticulous logs of users by date/time in case of need for contact tracing.
- Plan for increased levels of staff and volunteer absences.

Merillat (Performance and Blue Gym)

Entrance to the gym

- All athletes and coaching staff will enter the gym from the lobby doors.
- Please refrain from loitering and maintain social distancing when possible in the lobby area. Masks should be worn upon entrance to the facility.
- There will be extra bleacher space to maintain social distancing, put your belongings, and prepare for practice.
- Utilize this space only!

Exiting the gym

- All athletes and coaching staff will exit the gym through the north doors of the gym.
- Masks should be worn when exiting the gym.
- Please maintain social distancing and keep loitering to a minimum.

Practice Scheduling will allow social distancing and proper cleaning between practices

- Will need a practice schedule for volleyball for preseason and then when classes start.
- Will need a workout schedule for men's and women's basketball once classes start.
- Gym will remain closed at all times between practices.
- Coaching staff needs to make sure the gym is secured.
- After practice teams will have 15 minutes to clear the area and disinfect any equipment that was used. Including the bleacher seats that were used.
- No loitering to enable the next session to begin on time.

Athletic Training Room

- See enclosed procedures for pre and post practices/games.

Locker Rooms

- Will remain closed at this time.
- Until we reopen locker rooms, please change in your dorm room before coming to the facility.

Weight Room

Hours of operation - (If allowed by local government recommendations)

1. 6 am - 11 am -Team lifts by appointment
2. 11 - noon Cleaning
3. noon - 1:30 Open (limited to % of occupancy stated by local government)
4. 1:30 - 2:30 Cleaning
5. 2:30 - 5:30 pm Team lifts by appointment
6. 5:30 -6:30 pm Cleaning
7. 6:30 - 11 pm open lifting (limited to % of occupancy stated by local government)
8. 11 pm closed for overnight cleaning.

**Please try to keep your workout to 45 minutes to help provide for many others to utilize the facility.

**Due to restrictions we are asking for no loitering in any public areas. Come in and move right to your work out.

** Masks should be worn in public entrance and exit areas.

Facilities Cleaning

- Adequate cleaning schedules should be created and implemented for all athletic facilities to limit any communicable diseases.
- Prior to an individual or groups of individuals entering the facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture, weight and fitness equipment etc.).
- Participants should be wiping down thoroughly weight/fitness equipment before and after an individual's use.
- Participants must be encouraged to shower and wash their workout clothing immediately upon return to home.

- Any equipment vinyl coverings should not have any holes or exposed foam. If this is noticed, please notify weight room workers immediately. Weight room staff will have the pad reupholstered.
- Locker Rooms, sauna and steam rooms will be closed until further notice on the general public and Athletes.
- Water fountains can be used for sensor bottle fill up. The other part of the fountain should not be used.

* Locker rooms will be used by Athletic teams for changing only to start the year.

Traffic Flow

- Everyone must follow the directions in and out at all times
- Open Student times - use main entrance - When work out is completed please exit out the middle door off the weight room area.
- If a restroom facility is needed please exit the right hand door and return through the right hand door when re-entering.
- Athletic Team lifts - Will meet Coach/Weight staff at the west end(Turf room entrance)
- Coach/Weight staff will let teams in through double doors at lift time.
- If a restroom facility is needed please exit the main doors(right hand door) and return through the right hand door when re-entering.
- When the team lift is completed and the weight room is cleaned, please exit through the middle door off the free weight area.
- Once you leave the facility you have to re-enter through proper entrances. Note: you could be limited out depending on % occupancy allowed by the local government.
- Social distancing of 6 feet needs to be maintained while using equipment. Therefore there may be some machines not in service to adhere to this policy. When in doubt keep an open machine between all participants.
- Please for the safety of all - we ask that you do not bring any non essential items that the workout gear that you are wearing.
- EVERYONE should bring their own water bottles -Water fountains can be used for sensor bottle fill up only.

**Due to restrictions we are asking for no loitering in any public areas. Come in and move right to your work out.

** Masks should be worn in public entrance and exit areas

Stadium

Team entrance and exit

Football will enter and exit the stadium through the main gates of the stadium. This will include gaining access to the locker room.

M/W soccer will enter the stadium through the north service drive. This will include gaining access to their locker room.

Practice sessions

Sessions should maintain social distancing when not engaged in team oriented drills

Coaches and other staff will maintain wearing face masks when in sessions. Or where social distancing can not be maintained

Follow athletic training policies on hydration on the field. Everyone should have their own water bottle clearly marked with their name. Athletic Training Staff will assist in re-filling of the water bottles.

After practice teams will have 15 minutes to clear the field and disinfect any equipment that was used. No loitering to enable the next session to begin on time.

Locker rooms

Once teams are completed with a session they will exit their locker rooms through the designated exit area.

Social distancing should be observed in locker rooms. Athletes should wear masks upon departing locker room areas..

Athletic Training room

You will follow all guidelines under that heading in this document.

Baseball complex and Hitting Facility

Use of the Locker Room before and after practice.

Entrance of the Locker Room

- All athletes will enter thru the door from the 3B side of the stadium thru the player's lounge area.

Use of the Locker Room

- We will be staggered prior to practice to allow for social distancing. The Locker Room is effectively designed for about 10 players at a time to change for practice. We will stagger practice times by groups. (example pitchers report to practice at 2pm, Outfielders at 2:20, Infielders 2:40, Catchers at 3:00). Please keep loitering to a minimum in the locker room and dugout areas. Masks should be worn in Locker room and dugout areas.
- Adequate cleaning schedules should be created and implemented for the baseball facility to limit any communicable diseases.
- Prior to an individual or groups of individuals entering the facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture, etc.).
- Participants must be encouraged to shower and wash their workout clothing immediately upon return to home.
- Water fountain can be used for sensor bottle fill up. The other part of the fountain should not be used.

* Locker rooms will be used by Athletic teams for changing only to start the year.

Exiting the locker room

- Exiting will take place from the door within the dugout thru the field to the parking lot.

Athletic Training Room at the Baseball Stadium

Entrance to the training room

- All athletes and staff will enter the training room via the door by the women's bathroom.

Use of the training room

- We will be limited to 2 players at a time to adhere to social distancing. Needs after practice of ice and ice bags will be done in the dugout to control traffic into the training room. Please limit any loitering in this area and Masks are required..

Exiting the training room

- All athletes will exit thru the door on the field side of the training room.

Practice Scheduling to allow for Social Distancing

- Practices will be staggered starting times by position to allow for proper flow of players to maintain social distancing.
- Typical Staggered Practice – 50 players

2:00pm – Pitchers report	2:20 Pitchers practice starts	4:20 Pitchers practice ends
2:20pm – Catchers report	2:40 Catchers practice starts	4:40 Catchers practice ends
2:40pm – Outfielders report	3:00 Outfielders practice starts	5:00 Outfielders practice ends
3:00pm – Infielders report	3:20 Infielders practice starts	5:20 Infielders practice ends

Entrance to the Hitting Facility

- All athletes and staff will enter the building from the parking lot door. Please keep loitering to a minimum in this area. Masks should be worn in hitting the facility on entrance and exit. (changing shoes). Please avoid bringing extra equipment into the facility.

Use of the Hitting Facility

- Only one team will be allowed to practice at a designated time. Once that time is completed, the facility will be properly disinfected by the coaches of the team using it prior to their departure from the facility.
- Typical Practice Schedule:

2-4pm	NCAA Softball
4-4:30	Time for cleaning and disinfecting facility
4:30-6:30	NCAA Baseball
6:30-7	Time for cleaning and disinfecting facility
7-8	Club Baseball Practice
8-8:30	Time to cleaning and disinfecting facility
8:30-9:30	Club Softball Practice

9:30-10 Time for cleaning and disinfecting facility

Exiting the Hitting Facility

- All athletes and staff will exit using the doors on the baseball field side on the building.
- When possible the overhead doors will be open to allow proper ventilation of the facility.
- Dugouts, Bathrooms, Locker Room and Lounge areas will be cleaned and disinfected daily.
- Use of these facilities will be limited to the proper players and staff, when possible.
- Hand Sanitizers units will need to be installed in Bathrooms, Locker Room, Dugouts and Hitting Facility.

Lookouts Practice Times

- Lookouts will be allowed to use the facility at designated times but will also follow all social distancing rules and cleaning policies adhered to by Adrian College Athletics.
- Lookouts will be allowed 1 team per practice time. The players and coaches are the only people allowed within the building. Parents and siblings are not to attend practices.
- All coaches and players will adhere to NCAA and or Adrian College guidelines for testing prior to practices. Self-checks and temperature checks.
- Cleaning will take place in between practices. There will be a designated time for cleaning and team exit and entering for practice.

Softball Facility and Locker Room

Locker Room

- Due to the size and only one entrance to the locker room, there will need to be staggered practice times to limit the number of players entering and leaving the locker room in a given time frame. .By staggering practice, it will allow for small groups on the field for social distancing standards.
- Adequate cleaning schedules should be created and implemented for the softball locker facility to limit any communicable diseases.
- Prior to an individual or groups of individuals entering the facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture, lockers etc.).

- Participants must be encouraged to shower and wash their workout clothing immediately upon return to home.
- Water fountain in the hallway should not be used as it does not have a bottle fill up station on it.

* Locker rooms will be used by Athletic teams for changing only to start the year.

Example:

Infielders	report 2pm	practice at 2:20	end practice at 4:20
Outfielders	report 2:20pm	practice at 2:40	end practice at 4:40
Pitchers and Catchers	report 2:40pm	practice at 3	end practice at 5

Track, Tennis and Practice Fields

All of these facilities are outdoor facilities with no locker rooms or indoor facilities.

Practice Social Distancing and limit the number of student-athletes for practice times.

Tennis – Two players per court, if possible leave a court open between players. If needed stagger practice times for the men’s and women's teams. Practice social distancing standards when not in a drill.

Track – Stagger practice times for track usage. Practice sprinters separate from distance runners. Field events will be separated away from runners. Use all lanes of the track, leave every other lane open if possible. Practice social distancing standards when not involved in activity.

Practice Fields – Football, Soccer, Lacrosse and Rugby will utilize all 3 fields if possible leave the middle field open. There is great space in the practice area, use all the areas with space in between all groups.

Practice social distancing standards when participants are not involved in activity.

Ice Area Safety Protocols

Use of the Locker Room before and after practice.

Entrance of the Locker Room

- Specific entrances/exits are to be utilized depending on which team the athlete or staff member is associated with. This is important in order to reduce traffic and help to limit contact tracing numbers.
- All women's team members will use the front/main entrance to the AIA.
- All men's team members will use the back door, located near the Zamboni bay.

Use of the Locker Room

- A maximum of 10 athletes will be allowed into locker room space at any one time. As the State protocols are lifted this will change with those protocols.
- A limited number of athletic department staff (one AT, one S&C coach, one coach, or one equipment manager) will also be allowed into the facility to assist athletes. No other athletic department staff will be allowed to have close contact or in-person interactions with athletes.

General Common area guidelines

- Athletes/staff are not permitted to Loiter in any area outside of their specific dressing room/Offices.
- Loitering should be limited to necessary discussion only. Staff is allowed to meet with no more than two athletes at one time, and no more than a group of four (including an additional staff member) in the office areas of AIA.
- Meetings may only happen if social distancing guidelines can be followed.
- Group meetings of 6-10 may happen in the lobby of AIA only with social distancing required.
- Meetings of this nature must be scheduled through a Google document issued by AIA rink director.

** Masks must be worn in all common areas as you enter and exit into the arena.

On ice Training activities

- On-ice activity: Up to 10 athletes may be on ice at the same time. Could do to groups with one group at each end of the ice.
- Off-ice activity: Players may use exercise and weight room equipment see weight room team lift guidelines.
- Athletes must remain at least 6 feet apart from other athletes and any staff. Where social distancing is impossible, athletes and staff must wear face masks (except when exercising).

- All hockey athletes must wear a full face shield. Half visors and wire/cage facial protections is unacceptable.

** Masks must be worn by coaches during all team practices.

Arrington Ice Arena Facility Cleaning and Disinfection

- All teams must comply with rigorous hygiene, cleaning and facility disinfection standards. Team facilities must be cleaned prior to reopening, between small group training sessions, and at the end of the day. Equipment must be cleaned between each Player usage.
- Each team will be allotted a specific laundry time and only one person should be designated per team per day. The laundry room door must remain shut and the room is limited to just one person at a time.
- Shower rooms will be available with no more than two athletes at one time.
- All athletes need to have their own water bottle with their name on it. Sharing water bottles is not acceptable.
- During the pre season phase player benches are not to be used other than to store water bottles. Spare sticks are to be left in the dressing room.
- Ice cut times will be extended to 20 minutes, which will include time for an AIA staff member to disinfect the player benches (specifically, the dasher ledge, bench itself, and all gate handles and ledges before the next session can begin.

Use of the training room

- Ice arena athletes will only use the AIA facility on an appointment basis.

Public activities - learn to skate- youth hockey - adult leagues

Manage Participants

- Limit group sizes with each participant having one guest bring them to any activity.
- This may affect how many people are allowed in the facility or on the ice at one time.
- Follow traffic flow plan that directs participants through the facility
- Participants are required to come dressed and prepared to enter the ice after putting on skates

- . Strongly consider not having any beginner participants until physical distancing restrictions have been eased.

Tools of the Trade

- Strive to have all rental equipment cleaned and disinfected between usage.
- Skaters who require a helmet should bring their own.
- Personal items, such as extra bags should be left in the car.

Pre-Planning

- Time block and map out hypothetical situations to ensure you've adequately planned for procedures related to arrival, pre-lesson preparations, on-ice lesson, post-lesson wrap-up, and departure.
- Avoid overlaps in audiences.
- Allow time to disinfect lobby areas, bathrooms, tops of dasher boards and rental equipment between sessions.
- Utilize online payment/registration systems. Take payments over the phone if necessary.
- Expand registration process to include rental skate information.
- If skaters need rental skates, have them set aside and ready upon arrival. Do not take personal shoes for collateral for the skates.
- If sessions are generally very crowded, consider removing free-skate/practice time at the end of classes or adjusting session times to ensure that students and instructors can maintain a 6-foot distance at all times

Prepare for Arrival

- Stagger arrival times or use separate entrances for arrival and exit - use back doors to exit when sessions run back to back.
- If limiting entrances, make sure you are following local fire department regulations.
- If staggering classes, be sure to post the staggered class schedule in multiple areas and strictly adhere to your schedule.
- If seating is generally very close together, use social distancing where appropriate.

During Classes

- Have skaters enter the ice at staggered times or separate entrances.
- Have instructors/coaches adjust lesson plans to keep skaters 6 feet away from each other.
- Have skaters exit the ice at staggered times or use separate entrances.

After Class

- No loitering - skaters have to pack up and exit the facility within 15 minutes of the end of a session.
- Communicate verbally and with signage.
- Consistently enforce time limits.
- Lobbies should not allow groups of skaters or family members to linger.

Human Resources

Adrian College (hereinafter “College”) takes the health and safety of our employees very seriously. With the spread of the coronavirus or “COVID-19,” a respiratory disease caused by the SARS-CoV-2 virus, the College must remain vigilant in mitigating the outbreak. The College is a proud part of the education industry, which many have deemed “essential” during this Declared National Emergency.

Guiding Principles & Goals

Our goal is to ensure the safety, health, and well-being of all faculty and staff. Provide employees with the education and training needed to work in a collegiate environment. Mitigate the risk that faculty and staff become a conduit for spread of the virus. Adapt the work environment, workflows, meetings, and congregating spaces to mitigate virus transmission and assure college operations. Provide faculty and staff with protocols and necessary equipment to reduce exposure and work safely.

In order to be safe and maintain operations, we have developed this Employee COVID-19 Exposure Prevention, Preparedness, and Response Plan to be implemented, to the extent feasible and appropriate, throughout the College. The College has also identified a team of employees to monitor the related guidance that The Lenawee County Health Department, U.S. Center for Disease Control and Prevention (“CDC”) and Occupational Safety and Health Administration (“OSHA”) continue to make available.

This Plan is based on information available from the Lenawee County Health Department, CDC, and OSHA, MIOSHA at the time of its development, and is subject to change based on further information provided by the Lenawee County Health Department, CDC, OSHA, MIOSHA and other public officials. The College may also amend this Plan based on the Executive Orders, guidelines and operational needs.

I. Training

In order to promote safety, health, and well-being prior to returning to work, faculty and staff will receive training via the Return to Work Guide that minimally addresses COVID-19 risk factors and protective behaviors (e.g., handwashing, cough etiquette, use of face masks, workplace infection-control practices, frequent disinfection of surfaces, methods to control occupational exposure, and the proper use of face coverings, as well as additional campus-specific safety requirements, protocols, and expectations (e.g., the steps an employee must take to notify the institution of any symptoms of COVID-19 or any suspected or confirmed diagnosis of COVID-19) to ensure everyone and their communities stay safe and prevent the spread of COVID-19.

II. Responsibilities of Managers and Supervisors

All managers and supervisors must be familiar with this Employee Preparedness Plan and be ready to answer questions from employees. Managers and supervisors must set a good example by following this Plan at all times. This involves practicing good personal hygiene, safety practices, and proper reporting to prevent the spread of the virus. Managers and supervisors must encourage this same behavior from all employees.

II. Responsibilities of Employees

The College is asking every employee to help with our prevention efforts while at work. In order to minimize the spread of COVID-19 everyone must play their part. As set forth below, the College has instituted various housekeeping, social distancing (6 feet away), proper hand washing, and other best practices such as utilizing face coverings.

In addition, employees who are reporting to work on campus, for each day they report to campus, they must complete an online SYMPTOM CHECK. Human Resources is monitoring the screening results. This can be found:

misymptomapp.state.mi.us

Adrian College Employer Code is 4877-1287

All employees on or off campus are also expected to report to their managers or supervisors if they are experiencing signs or symptoms of COVID-19, as described below. They will also need to reach out to their health care provider for further instructions..

In addition, you must be fever free for 3 days and 7 days since the first symptom is defined as resolution of fever without the use of fever- reducing medications (e.g., Tylenol) and resolution of respiratory symptoms (i.e. cough and shortness of breath).

And you must remain off campus for 14 days if in close contact with a diagnosed case of COVID-19.

If employees have a specific question about this Plan or COVID-19, they can ask their manager or supervisor. If they cannot answer the question, please contact the Director of Human Resources, Christina Corson at 517-264-3999.

The Lenawee County Health Department, OSHA, MIOSHA and the CDC have provided the following control and preventative guidance for all workers, regardless of exposure risk:

- Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes.
- Avoid close contact with people who are sick.

In addition, employees must familiarize themselves with the symptoms of COVID-19, which include the following:

- Coughing;
- Fever;
- Shortness of breath, difficulty breathing; and
- Early symptoms such as chills, body aches, sore throat, headache, diarrhea, nausea/vomiting, and runny nose.

If employees develop a fever and symptoms of respiratory illness, such as cough or shortness of breath, *THEY SHOULD NOT COME TO WORK OR GO HOME FROM WORK IMMEDIATELY* and call their supervisor and health care provider for further instructions right away. Likewise, if they come into close contact with someone showing these symptoms, they call their supervisor and healthcare provider right away.

III. College Protective Measures

The College has instituted the following protective measures.

A. General Safety Policies and Rules

- All employees must wear a mask while indoors (unless there is a special circumstance that prohibits them from wearing a mask) and outdoors if proper social distancing of 6 ft cannot be maintained.
- Any employee/contractor/visitors must complete a daily Symptoms Check. If they answer adversely to any answers they will not be permitted on campus. Any employee/contractor/visitor showing symptoms of COVID-19 will be asked to leave the College and return home.
- Meetings will be by telephone, or virtual, if possible. If meetings are conducted in-person, attendance will be collected verbally and the facilitator of the meeting will sign-in each attendee. Attendance will not be tracked through passed-around sign-in sheets. During any in-person meetings, avoid gathering in groups of more than 10 people and participants must remain at least six (6) feet apart.
- Employees must avoid physical contact with others and shall direct others (coworkers/contractors/visitors) to increase personal space to at least six (6) feet, where possible.
- Employees will be encouraged to stagger breaks and lunches, if practicable, to reduce the size of any group at any one time to less than ten (10) people.
- Employees should limit the use of co-workers' items such as phones, pens etc. **To the extent items or tools must be shared, the College will provide alcohol-based wipes to clean items and tools before and after use. When cleaning tools and equipment, consult manufacturing recommendations for proper cleaning techniques and restrictions. Shared items will be cleaned at the beginning and end of every shift.*
- Employees are encouraged to minimize ride-sharing. While in vehicles, employees must ensure adequate ventilation.
- If practical, each employee should use/drive the same truck, use the same items, tractors, tools and equipment for their entire shift or clean before and after use.
- In lieu of using a common source of drinking water, such as a water fountain, employees should use individual water bottles.

IDENTIFIED EMPLOYEE TASK FORCE TEAM:

Christina Corson, Director of Human Resources

Chris Stiver, Director of Facilities and Grounds,

Emily Kist, DNP, FNP-C, Director of Student Health Center

The preceding guidelines were established with guidance from:

Centers for Disease Control and Prevention

Lenawee County Health Department

Michigan Department of Health and Human Services

World Health Organization

References

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NCAA Sport Science Institute. (2020). Core Principles of Resocialization of Collegiate Sport