

Institute of Clinical Acupuncture and Oriental Medicine

RETURN TO SCHOOL COVID-19 POLICY

According to the Centers for Disease Control and Prevention (CDC) the following protocols are considered ways in which Institutes of Higher Education (IHE) can help protect students and employees to slow the spread of the Coronavirus Disease 2019 (COVID-19).

Guiding Principles

The more an individual interacts with others, and the longer that interaction, the higher the risk of COVID-19 spread.

Lowest Risk: Faculty and students engage in virtual-only learning options, activities, and events.

Medium Risk: Small in-person classes, activities, and events. Individuals remain spaced at least 6 feet apart and do not share objects (e.g., hybrid virtual and in-person class structures or staggered/rotated scheduling to accommodate smaller class sizes).

Highest Risk: Full-sized in-person classes, activities, and events. Students are not spaced apart, share classroom materials or supplies, and mix between classes and activities.

Staying Home or Self-Isolating when Appropriate

You should not come to school if you are sick with symptoms (such as fever, cough, or shortness of breath) and should contact the front desk receptionist or Dr. Wai Low (COVID-19 Point of Contact). If you become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms (either through community-related exposure or international travel) you must stay home for 14 days.

Temperatures

All persons must take their temperatures at the front desk before using ICAOM facilities. If your body temperature is above normal (98.6 F or 36 C) you need to leave the facilities. Temperatures of 103 F or 39.4 C must seek immediate medical attention and go to the nearest hospital.

Face Coverings

Face coverings should be worn as feasible and are most essential in times when physical distancing is difficult. Do not touch the face covering and wash hands frequently. Face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms. Surgical disposable protective mask is required and must always be worn in the teaching clinic. You must cover coughs and sneezes with a tissue or use the inside of your elbow. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used.

Modified Layouts

All class seating/desks should be at least 6 feet apart when feasible. We are hosting smaller classes in larger rooms. We are offering distance learning in addition to in-person classes to help reduce the number of in-person attendees. We will provide adequate distance between individuals engaged in experiential learning opportunities (e.g., labs, vocational skill building activities).

Classrooms, library, and teaching clinic will be restricted to the number of people allowed in at one time to ensure everyone can stay at least 6 feet apart, and clean and disinfect between use.

The Main classroom: no more than 10 persons at any given time

The Library: no more than 6 persons at any given time

The Small classroom: no more than 7 persons at any given time

The Herb room: no more than 5 persons at any given time

The Clinic waiting room: no more than 4 patients at any given time

Cleaning and Disinfection

You should keep personal items (e.g., cell phones, other electronics) and personal workspaces clean. Students use disinfectant wipes to wipe down shared desks, lab equipment, and other shared objects and surfaces before use.

The receptionist and staff will clean and disinfect frequently touched surfaces (e.g., door handles, sink handles, drinking fountains, tables, hand railings,) at least daily or between use as much as possible. Use of shared objects (e.g., lab equipment, computer equipment, desks) should be limited when possible, or cleaned between use.

Close off areas used by a sick person and do not use these areas until after cleaning and disinfecting.

In accordance with applicable federal, state and local laws and regulations, ICAOM should notify local health officials, faculty, staff, and students immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA)

ICAOM will inform those who have had close contact with a person diagnosed with COVID-19 to stay home and self-monitor for symptoms and follow CDC guidance if symptoms develop.

Adopted on: 05/30/2020

Revised on: _____

Approved by: Dr. Wai H. Low (COVID-19 Point of Contact)

<https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/considerations.html>