

Cochran School of Nursing

Reopening Plan



Fall 2020

Created August 2020

Revised September 2020

INTRODUCTION

At the Cochran School of Nursing (CSN), under the administration of St. John's Riverside Hospital, the highest priority is the health and safety of students and staff. This document provides general guidelines for students returning to campus for the Fall 2020 semester, with the assistance of Department of Health (DOH), Center for Disease Control and Prevention (CDC), Society for Simulation and Healthcare (SSH), American Association of Colleges of Nursing (AACN), Commission on Collegiate Nursing Education (CCNE), The National Council of State Boards of Nursing (NCSBN), United States Environmental Protection Agency (EPA), Occupational Safety and Health Administration (OSHA), and guidelines of other schools. The intent of this plan is to document approaches and actions that will create an environment most conducive to safe and effective interactions of operations and academics associated with CSN.

This Return to Campus Guidance will be updated as needed. The guidelines will be revised based on state and local regulations and public health guidance.

This plan will cover the following areas:

- Reopening of the campus
- Monitoring health conditions
- Containment of potential transmission of the virus
- Shut down of in-person operations on the campus, if necessitated by widespread COVID-19 transmissions.

This reopening plan is for students, faculty and staff. Since CSN is under the administration of St. John's Riverside Hospital, all employees and students are required to follow hospital and school policies. For clinicals' off site, faculty and staff must also follow the facilities policies while there.

REOPENING

Cochran School of Nursing is proud to announce the start of fall classes on August 26, 2020, using a hybrid model. The theory portion of courses, course information and assignments will be conducted remotely. We understand the importance of clinical experiences. At this time, CSN plans to conduct clinical experiences in the hospital. Depending on the course, the use of skills labs and simulation will be used to enhance clinical learning.

Capacity

Students

Building access will be limited to classrooms, library, clinical experiences, labs, computer labs, and student lounge. All students must maintain social distancing of six feet and

wear masks in all areas at all times. Accommodations have been made in these areas to reduce capacity.

Staff/Faculty

Each staff and faculty have their personal office space. Faculty may work remotely or on a staggered schedule, if needed to be in the building. Staff will continue to work on a staggered schedule to reduce capacity.

PPE

Students, faculty, and staff will follow hospital policies on use of personal protective equipment (PPE).

Masks

Masks are a vital public health measure that assists in protecting others by reducing exposure to droplets in the event someone is unknowingly infected with COVID-19. All students and staff must wear provided standard surgical/procedural masks AT ALL TIMES, while indoors and outdoors on campus and on hospital grounds. Masks should fit snugly, but comfortably against the side of the face, be secured, cover nose and mouth, and allow breathing with restriction. CSN will provide masks to all students, faculty, and staff.

Face Shields

All students and staff must wear provided eye protection (face shield or goggles) in the clinical area. Eye protection will be issued and is to be labeled with the student/staff's name, with dedicated use by that person. Hand hygiene is to be performed prior to removing the eye protection. Carefully remove the eye protection from the neck by lifting the head band or ear pieces. Pull upward and away from the head. Do not touch the front of the face shields. It must be cleaned once it is removed using the hospital disinfectants or soap and stored for future use. It is to be reused until it is damaged.

Gloves

If a task or an on-campus area requires a specific type of glove as PPE, prior to the pandemic, those requirements remain in place. Lab gloves should not be worn in common areas. Washing hands often is considered the best practice for common everyday tasks.

Testing

All students are required to have a COVID-19 test two weeks before their first day of clinical. Noncompliance with COVID-19 campus health and safety guidelines will result in loss of access to CSN facilities. Results should be submitted to the Office of Student Services.

Operational Activity

Building access will be limited to classrooms, library, clinical, labs, computer labs, and student lounge. All students must maintain social distancing of six feet and wear masks in all areas at all times. Accommodations have been made in these areas to reduce capacity. Visitors and guests are not allowed on campus at this time. All students must enter through the main entrance of the hospital. Students are required to get their temperature checked and complete a COVID-19 Self Screening Form when entering the facility.

Clinical experiences in the hospital will have limited students per clinical group. Students and faculty will follow hospital policies on use of PPE. Cochran School of Nursing mandates six feet of separation and/or an acceptable face covering when six feet of separation cannot be maintained.

Accommodations will be made to allow for social distancing in the simulation and skills labs when possible. Students, faculty, and staff must maintain social distancing of six feet and wear masks at all times. To increase ventilation, windows will be opened to the greatest extent possible, if weather permits. Faculty and students may be asked to wipe down their spaces to help prevent infection. Environmental services will provide sufficient supply of products.

Safe social distancing and individual responsibility is required for shared spaces, such as kitchens, lounge area, restrooms, hallways, staircases, elevators and the library. Where feasible, measures will be put in place to reduce bi-directional foot traffic.

Nursing Skills/Simulation Lab

CSN's best practice is to convene on-campus educational activities in the Nursing Skills/Simulation Lab that complies with city, state, and federal pandemic requirements. These guidelines outline the procedures to plan and use the CSN Skills/Simulation labs during the COVID-19 pandemic. These guidelines must be disseminated to all faculty, students and staff that will be involved in the use of the labs.

Faculty guidelines when planning a lab activity:

- Faculty will notify students in advance of the guidelines and screening process.
- Student groups will be limited in the lab area with the ability to maintain six feet of social distancing.

- Plan the lab schedule to permit at least ten minutes between each group in order to limit student contact.
- Faculty will provide the date, number of students and schedule to the Director of Learning Resources for approval.
- Once approved, the Director will confirm with course faculty.
- Faculty will advise the students not to congregate in public areas before the lab (student lounge, classrooms, etc.). Students are encourage to arrive no earlier than fifteen minutes prior to the lab.
- Social distancing must be followed at all times. Social distancing should be maintained upon entering the building, during the lab, and departing the building to the greatest extent possible.
- Students and faculty will be required to wear face masks, face shields and gloves while in the lab.
- No open lab time will be available. All lab time will be scheduled for classes by faculty.

The day of the lab activity – expectations of the faculty:

- Faculty should arrive before students to oversee lab.
- Faculty should self-screen using the screening questions and check their temperature upon entering the building.
- Faculty and students will wipe down equipment (equipment specific products provided by CSN) between students and at the conclusion of the lab.

Expectations of students:

- Student should self-screen using the screening questions and check their temperature upon entering the building.
- Before entering the lab, the student will:
 - Perform hand hygiene (using hand sanitizer or hand washing for twenty seconds).
 - Put on a face mask and eye protection before entering and while in the lab.
 - Maintain social distancing of six feet.

Library

Patrons in the library include CSN nursing students, faculty, staff, hospital employees, physicians, residents, medical students, and other healthcare students.

- Patrons will be encouraged to maintain physical distancing of at least 6 feet..
- Patrons will be required to wear face masks at all times.
- Patrons will be encouraged to sanitize shared surfaces such as keyboards, mice and tabletops, when beginning and when completing use of these surfaces.

- EPA List N Approved Disinfecting Wipes and nitrile/latex gloves will be made available throughout the library for this purpose.
- Patrons will be encouraged to sanitize their hands upon entering the library and frequently thereafter.
 - Hand sanitizer dispensers are currently mounted on the walls outside and inside the library.
 - If available, additional hand sanitizer dispensers will be provided at the seating areas.
- Returned library books will be labeled with their date of return and held in a designated quarantine area for five days. On the sixth day, quarantined books will be allowed to reenter into circulation. This quarantine period is based on a review of the current evidence-based literature determining that the COVID-19 virus can survive for a maximum of 4-5 days on paper surfaces (Kampf, 2020).¹
 - Staff moving materials in and out of quarantine areas should use nitrile or latex gloves and should not touch anything else. When finished, gloves should be disposed of safely, and staff should wash hands according to established protocols.

Computer Lab

Computer lab will be opened for CSN students. If students need access, they are required to have Student Services open the room. Students will be encouraged to sanitize shared surfaces such as keyboards, mice and tabletops, when beginning and when completing use of this room. EPA List N Approved Disinfecting Wipes and nitrile/latex gloves will be made available through Student Services.

Restart Operations

Prior to the first day of school, all areas will be cleaned and disinfected. Frequently used areas will be supplied with EPA-approved products for cleaning and disinfecting. The school will supply hand sanitizer, EPA List N Approved Disinfecting Wipes, and gloves. While Environmental Services will be cleaning frequently, it is expected that all faculty, staff, and students maintain clean work areas and wipe down an areas before and after use with the cleaning supplies that are provided.

¹Kampf, G., Todt, D., Pfaender, S., & Steinmann E. (2020). Persistence of coronaviruses on inanimate surfaces and their inactivation with biocidal agents. *The Journal of Hospital Infection* 104(3), 246-251. [https://www.journalofhospitalinfection.com/article/S0195-6701\(20\)30046-3/fulltext](https://www.journalofhospitalinfection.com/article/S0195-6701(20)30046-3/fulltext)

Extracurriculars

No extracurricular activity is permitted on school space at this time. Please contact the Director of Student Services to request special accommodation.

Vulnerable Population

Based upon CDC guidance, some people may be at higher risk of experiencing negative COVID-19 outcomes due to their individual circumstances. Faculty and staff who fall within the CDC's definition of a "vulnerable person" for COVID-19 and need accommodations should contact St. John's Riverside Hospital Human Resources department. For students who fall within the CDC's definition of a "vulnerable person" for COVID-19 and need accommodations should contact the school's Disability Officer.

Hygiene, Cleaning, and Disinfection

Environmental services will clean common areas, such as the student lounge, bathroom, labs and rooms daily, based on CDC guidelines. Frequent touch areas, such as stairwells, door handles, elevator buttons, will be provided with additional cleaning. Students and staff are asked to wipe down keyboards and personal workspaces. EPA List N Approved Disinfecting Wipes and gloves will be provided.

Handwashing and Hand Sanitizer Use at Home, at Play, and Out and About



Germs are everywhere! They can get onto hands and items we touch during daily activities and make you sick. Cleaning hands at key times with soap and water or hand sanitizer is one of the most important steps you can take to avoid getting sick and spreading germs to those around you.

There are important differences between washing hands with soap and water and cleaning them with hand sanitizer. For example, alcohol-based hand sanitizers don't kill ALL types of germs, such as a stomach bug called norovirus, some parasites, and *Clostridium difficile*, which causes severe diarrhea. Hand sanitizers also may not remove harmful chemicals, such as pesticides and heavy metals like lead. Handwashing reduces the amounts of all types of germs, pesticides, and metals on hands. Knowing when to clean your hands and which method to use will give you the best chance of preventing sickness.

When should I use?

Soap and Water

- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone who is sick
- Before and after treating a cut or wound
- After using the bathroom, changing diapers, or cleaning up a child who has used the bathroom
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal food or treats, animal cages, or animal waste
- After touching garbage
- If your hands are visibly dirty or greasy

Alcohol-Based Hand Sanitizer

- Before and after visiting a friend or a loved one in a hospital or nursing home, unless the person is sick with *Clostridium difficile* (if so, use soap and water to wash hands).
- If soap and water are not available, use an alcohol-based hand sanitizer that contains at least 60% alcohol, and wash with soap and water as soon as you can.

* Do NOT use hand sanitizer if your hands are visibly dirty or greasy: for example, after gardening, playing outdoors, or after fishing or camping (unless a handwashing station is not available). Wash your hands with soap and water instead.



U.S. Department of Health and Human Services
Centers for Disease Control and Prevention

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MONITORING

Testing Responsibility

Students are responsible for getting tested two weeks prior to coming on campus. Results will need to be given to the Office of Student Services. Tests will not be administered on campus.

Rapid tests provide results in under an hour, though they have a high rate of false negatives. Molecular PCR tests are ideal, though results can take up to two weeks to receive. Students, who get a negative result from a rapid test, must receive a follow-up PCR test.

When using a test site run by New York State, there is never any charge for a test.

When using a test site operated by local governments, private companies including pharmacies and medical practices or not-for-profit organizations, it is advisable to check with the testing site and private insurance in advance of being tested to confirm the individual will not be responsible for any fees associated with the test.

Students who have questions regarding eligibility or access for testing should call the New York State COVID-19 Hotline at 1-888-364-3065 or visit the NYSDOH website <https://covid19screening.health.ny.gov>.

Testing Frequency and Protocols

Students are asked to monitor their symptoms on a daily basis. Testing of students may be required randomly or multiple times for a variety of reasons (for example: if one is exhibiting signs or symptoms, has travelled internationally or to states that are under travel advisory, or has been exposed to someone who has tested positive.)

Early Warning Signs

Symptoms may appear 2-14 days after exposure to the virus. People with the following symptoms may have COVID-19: (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>)

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat

- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Students will need to complete the COVID-19 Self Screening Form when entering the building. Answers will be recorded for review. It is not recommended that students travel during the academic year. In the event a student needs to travel to another state or internationally, they will need to communicate this to their instructor and to the Director of Student Services. Students may be asked to re-test or quarantine upon returning. Students who screen positive for COVID-19 are required to stay home in isolation, which can result in missing class and/or clinical time.

Tracing

Keeping our students, faculty, and staff safe is our priority. Contact tracing is key to slowing down the spread of COVID-19. Staff and faculty will log each student's face to face meeting. This log will be used to track student movement for tracing purposes in the event of an outbreak. In the event of an outbreak within the clinical groups, Cochran School of Nursing will work closely with the Westchester County Department of Health and the New York State Contact Tracing Program to help slow the spread of COVID-19. Students who have come in close contact with someone who is positive will need to follow hospital policy.

Travel Advisory

Students are required to follow NY State travel advisory when returning from a state/county that has significant degree of community-wide spread of COVID-19. The criteria for designating states with significant community spread is:

1. A positive test rate higher than 10 per 100,000 residents over a seven-day rolling average; or
2. A testing positivity rate of higher than a 10% over a seven-day rolling average.

Students will be required to quarantine for a period of fourteen days consistent with the DOH regulations for quarantine. The designated states with significant community spread will be visibly posted on the [DOH](#) website.

Screening

Symptom screening COVID-19 Self Screening Form and testing are the strategies that Cochran will implement to identify individuals with COVID-19. Students will have their temperatures checked upon entry to the hospital. The school will work closely with health officials to contact trace to reduce the spread of COVID-19. Cochran will also work with local health officials to inform those who have had close contacts with a person diagnosed with COVID-19.

CONTAINMENT

Isolation/Quarantine

Isolation is used to separate students potentially infected by COVID-19 from people who are not infected. Anyone in isolation or quarantine will be required to stay at home until it is safe for them to be around others. Students who are exhibiting symptoms of COVID-19 should remain at home and monitor their symptoms. Students should seek emergency medical care immediately, if they have trouble breathing, persistent pain or pressure in the chest, new confusion, inability to wake or stay awake, bluish lips or face. This is not the complete list of all symptoms. Student should contact their medical provider if symptoms are concerning. Call 911 and notify the operator that care is being sought for someone who may have COVID-19.

Students Confirmed or Suspected to Have COVID-19

Any students who screen positive for COVID-19 will not be allowed in the building and should self-quarantine. The college will notify state and the local health department about the case.

The requirements of the travel advisory do not apply to individuals passing through designated state with a limited duration of less than 24 hours. If you are returning from a designated state, you are required to quarantine for 14 days. The requirement to safely quarantine include:

1. The individual must not be in public or otherwise leave the quarters that they have identified as suitable for their quarantine.
2. The individual must be situated in separate quarters with separate bathroom.
3. The individual must have a way to self-quarantine from household members as soon as fever or other symptoms develop.
4. The food must be delivered to the person's quarters.
5. Quarters must have a supply of face mask for individuals to put on if they become symptomatic.
6. Garbage must be bagged and left outside for routine pick up.
7. A system for temperature and symptom monitoring must be implemented.
8. Nearby medical facility must be notified if the individual begins to experience more than mild symptoms and may require medical assistance.
9. The quarters must be secure against unauthorized access.

Hygiene, Cleaning and Disinfection for Monitoring

Environmental services will clean common areas, such as the student lounge, bathroom, labs and rooms frequently based on CDC guidelines. Frequent touch areas will be provided with additional cleaning such as stairwells, door handles, elevator buttons. Individuals are asked to

wipe down keyboards and personal workspaces. EPA List N Approved Disinfecting Wipes will be provided.

- Cleaning following known or suspected COVID-19 exposure
 - Additional cleaning will be provided in areas where a person who is positive for COVID or is suspected positive for COVID has been, and labs will be left unoccupied for a minimum of three hours.

Communication

These guidelines may be revised based state and local regulations and public health guidance. All updates to the plans will be shared with students through Moodle and/or email.

SHUTDOWN

Operational Activity

CSN is prepared to move to remote learning, if the need to close arises, due to a significant number of students or staff testing positive for COVID-19 or a considerable regional increase in COVID-19 cases. CSN will consult with the Westchester County Department of Health when making such decisions

In the event of a school closure, all clinical experiences and labs will be conducted remotely. The school building will remain closed for students until further notice. Classes and clinical experiences will continue remotely.

Communication

These guidelines may be revised based on state and local regulations and public health guidance. All updates to the plans will be shared with students through Moodle and/or email.

Please note this plan is subject to change as the pandemic evolves and CDC and NYDOH guidelines are updated. Any updates will be communicated to students, faculty and staff by email.