

SPRING 2021 BLUEPRINT

COVID-19 OPERATING PLAN



DELAWARE VALLEY
UNIVERSITY

Contents

Introduction from the President	5
About the Plan	6
Goals	6
Authority	6
Guiding principles	6
Implementation roles and responsibilities	7
Elements of the Plan	8
Academics	8
<i>Calendar</i>	8
<i>Instructional and classroom formats</i>	8
<i>Syllabus statements</i>	9
<i>Attendance monitoring and assigned seating</i>	9
<i>Conversion to remote learning</i>	10
<i>Faculty support and safety</i>	10
Accommodations for Health or Disability Concerns	10
<i>Students</i>	11
<i>Employees</i>	11
Athletics	11
Bookstore	11
Cleaning and Sanitation	12
<i>Philosophy</i>	12
<i>Service for areas with suspected COVID-19 exposure</i>	12
<i>Individual office cleaning</i>	12
<i>Regular classroom cleaning</i>	12
<i>Hand sanitation</i>	13
Commuter Students	13
Compliance and Accountability	13
<i>Philosophy</i>	13
<i>Reporting compliance concerns – COVID concern reports</i>	14
Contact Tracing	14
Contractors and Vendors	15

Dining and Food Service	15
Distancing and Shielding	16
Education and Training	17
Employees: Workplace Practices	17
<i>Staggered Shifts</i>	17
<i>Breaks</i>	17
<i>Meetings</i>	17
<i>Telework</i>	18
Events and Meetings	18
Face Coverings and Personal Protective Equipment (PPE)	18
<i>Face Coverings</i>	18
<i>PPE (Personal Protective Equipment)</i>	19
Health and Personal Hygiene	20
Health Monitoring and Self-Screening via Medicat	20
Housing	20
<i>Guest policy</i>	21
<i>Common areas</i>	21
<i>Student safety and departure plans</i>	21
<i>Quarantine and isolation housing</i>	21
Housing - Return Procedures for Residential Students	22
<i>Staggered arrivals and check-in</i>	22
<i>Temperature and symptom screening</i>	22
<i>Helpers and guests</i>	22
<i>Pack and plan</i>	22
Illness and Return to Work/Class	23
<i>Reporting illness</i>	23
<i>Protocol for a Confirmed Case of COVID-19 on Campus</i>	24
<i>Return to work or class</i>	24
Isolation and Quarantine Procedures and Expectations	24
<i>Resident students</i>	24
<i>Commuter and off-campus students</i>	25
Off-Campus Academic Experiences	25
<i>E360 Experiences</i>	25

<i>Graduate and Doctoral Student Placements</i>	26
Off-campus Students	26
Office Hours and Appointments	27
Personal Support Needs	27
Recreation and Recreational Facilities	27
Student Activities and Extracurricular Programs	28
Testing – for Students	28
Testing – for Employees	29
Travel and Transportation	29
<i>Essential travel</i>	29
<i>Personal Travel</i>	30
<i>Field Trips</i>	30
Ventilation and Air Supply	30
Visitors to Campus	31
Campus Status Change due to COVID-19	31
Appendices	33
Appendix A - Glossary	33
Appendix B - Cleaning Schedule	35
Appendix C - Mediat Self-Screener Detailed Instructions	36
<i>Opting in for Text Messages</i>	39

Blueprint for Spring 2021: Re-opening Delaware Valley University

Introduction from the President

Over the past few months, our DelVal community has risen to the challenge set before us as we learned to respond and adapt to the COVID-19 pandemic. As I mentioned throughout the Fall semester, while rapid change and uncertainty might be the un-doing of some organizations, it has made Delaware Valley University stronger.

I am very proud of our collective ability and dedication to delivering the quality education for which we are known. Special thanks to our students and faculty for their flexibility. We have grown as a community and learned that we can count on each other to get the job done.

The Spring 2021 Blueprint reflects the collective wisdom gained during our navigation of this pandemic. As in the Fall, the President's Reopening Task Force and the COVID Response Team shaped our strategy to ensure our community's health and safety. Every section of the Fall plan was reviewed and updated, where warranted. This allowed us to refine several areas, specifically:

- Guidance for off-campus students is updated
- Campus status change process is clarified
- COVID-19 website dashboard is revised
- Mediat screening is now a daily function even if you will not be on campus.

We have seen that our core values have helped us succeed and I place them at the center of our plans:

- Teach, learn and serve with passion and commitment
- Act as one learning community with one purpose
- Value the world of ideas and difference
- Live each day with integrity
- Respect all people
- Pursue excellence

Lastly, the plan reflects current knowledge and practice as of December 2020, but we know that conditions and guidance continue to change. We will continue to modify our plans and operations as conditions warrant. We depend upon you to stay attuned to our communications and respond accordingly. While there is light at the end of the tunnel, we still need to remain vigilant by practicing the public health practices we know so well: wear a mask, maintain social distance, and stay safe.

Be well, and I look forward to a successful Spring semester.

Maria Gallo, Ph.D.
President
Delaware Valley University

About the Plan

This document summarizes the operating conditions and key changes being made at Delaware Valley University for re-opening the campus in Spring 2021 and serves as a guide to preventive and precautionary measures designed to limit the presence and spread of illness at the University. It applies to all students and employees at all campus locations, including at the Roth Center and the Gemmill campus.

The health and safety of all members of our campus community is our top priority and drives this plan. The COVID-19 pandemic continues to be a dynamic situation and our understanding will evolve and change. It may be necessary to update portions of this blueprint as local, state, and federal guidance are adjusted.

This guide is not intended to be a detailed description of all University plans, policies and procedures and may not address every question that may be on the minds of our community members. Rather, it serves as an overview of opening strategies and operating objectives.

Goals

- Support the health and safety of our students, faculty, and staff.
- Create a safe and stepwise re-population of the campus.
- Provide continuity and quality of instruction and student experience.
- Sustain essential operations and functions.
- Monitor campus health conditions and appropriate decision making.

Authority

The University's plans will adhere to the directives of the Commonwealth of Pennsylvania as communicated through the Office of the Governor, the Pennsylvania Department of Education, and the Department of Health.

Guidance from the Centers for Disease Control and Prevention (CDC) will inform plans and decisions related to health and safety factors, supplemented by guidance from the American College Health Association and the NCAA Sport Science Institute regarding student-athletes.

The plan also depends upon a partnership with the Bucks County Department of Health for general guidance and direction associated with testing, contact tracing, isolation and quarantine protocols, and other public health considerations relevant to campus status. Partners at Doylestown Health serve as invaluable sources of support and guidance on COVID-19 and local conditions.

Guiding principles

1. Our mission is grounded in the **transformative power of experiential learning** and 'science with practice.' A core principle for re-opening is to continue our focus on experiential pedagogies and experiences within the best guidance for safety and health.

2. This plan operates under the **assumption of shared responsibility** for the health and safety of our community and the sustainability of a dynamic learning environment. The University outlines, implements and enforces the preventive measures it will take toward this end.

Every member of our community shares in the responsibility to safeguard their own health and that of others by abiding by the directives of this plan and following the essential guidance of the CDC for preventing the spread of illness. That guidance is summarized below:

- Wearing approved cloth face-coverings to reduce the spread of the virus;
 - Maintaining 6 feet of distance from others;
 - Practicing effective hand hygiene and avoiding touching your face with unwashed hands;
 - Protecting others through good respiratory/cough and sneeze hygiene practices;
 - Staying home from work or class if experiencing symptoms of illness, seeking medical help, and avoiding people who are ill;
 - Thoroughly and honestly participating in daily symptom screening.
3. **Flexibility and adaptability** are essential principles behind our plan. Change is the only constant in the current environment. As our understanding of COVID-19 continues to evolve and practices and directives change, we must be willing and able to correct course and modify plans quickly and with a spirit open to the realities of change.

Implementation roles and responsibilities

President and Cabinet: Holds ultimate responsibility for the oversight and enforcement of the plan and policy and financial decisions within the plan.

President's Task Force on Re-Opening: A cross-university group of faculty and staff charged with advising, recommending, and constructing a plan that specifies when and under what conditions the University will resume operations in the 2020-2021 school year. The Task Force will monitor continuity of operations throughout the academic year.

COVID Response Team: A small, focused response team charged with monitoring and managing the University response to the presence of positive COVID-19 cases within the community, advising the President and Cabinet on decisions regarding operations, mitigation strategies, stakeholder compliance and health concerns related to COVID-19 cases, and alerting the community of identified risks and current COVID-19 conditions.

Marketing and Communications: The University's Marketing and Communications department is responsible for consistent and accessible messaging about the plan and campus updates as required including a dedicated COVID-19 web page for official information about the University's COVID-19 response, community alerts and plans for the upcoming semester.

Information will be shared regularly with the campus community using a variety of channels. **Campus email** will be the primary mode of communication with all students, faculty, and staff. Other channels may include, but are not limited to:

- Campus dashboard
- FAQ webpages
- Social media platforms
- Daily announcements
- Alumni e-blasts and e-newsletter
- Parent/family e-newsletter
- Digital signs on campus
- Town hall meetings
- Printed posters, fliers and signs
- E2Campus/Omnilert (emergency messages only)

Elements of the Plan

The key elements of the University's blueprint for a safe and responsible reopening in Spring 2021 are outlined alphabetically below for ease of access.

Academics

Calendar

The Spring 2021 academic calendar has been changed to begin on February 1, 2021. There is no semester break or other holidays in Spring 2021:

February 1 - Classes start

May 7 – Classes end

May 8 – May 13 – Final exams

May 15 - Commencement

Instructional and classroom formats

The University is committed to providing the experiential learning opportunities in lectures and laboratory courses for which we are known. These courses will be delivered in formats and settings that follow CDC guidelines for health and safety.

Courses will be offered in a mixture of remote and in-person modalities with approximately 75% of all sections being offered in-person. All in-person classes will be held according to social distancing parameters, including labs. DVU utilizes the 6-foot social distancing parameter for most in-person classes. In some settings where the 6-foot social distancing cannot be achieved DVU has installed shielding or barriers to protect occupants.

Faculty members should consider assigned seating in classes to facilitate contact tracing should it be necessary.

Some lecture and lab courses may take a hybrid approach. (For example, the lecture portion would be delivered remotely with labs held in person.) Some large classes may be taught remotely if a suitable venue is not available; others may be held in larger spaces to allow for appropriate distancing.

Some larger laboratory sections may be divided into two or more groups. Social distancing of at least 6 feet is also applicable in lab environments. Groups may meet physically on alternate weeks to complete laboratory exercises, while alternating with virtual meetings to analyzing the results of the exercises.

Additionally, faculty office hours, advising appointments and university services will be handled virtually in the upcoming semester to promote social distancing for safety.

Per the University's policy on face coverings and personal protective equipment (PPE), all faculty, staff and students will be required to wear face coverings, including in the classroom.

Syllabus statements

The following references will be incorporated into course syllabi for the upcoming semester:

As mandated by the Commonwealth of Pennsylvania, masks are required to be worn by all students, faculty, and staff on campus. This expectation extends into the classroom and other learning environments.

Attendance monitoring and assigned seating

Staying home when experiencing symptoms of illness is an essential practice to limit the community spread of illness generally, and COVID-19 specifically. DeIVal is adopting a university-wide attendance policy to ensure consistency across programs and course sections.

Spring 2021 courses will be offered in in-person and remote formats. Students who are experiencing symptoms of illness should not attend in-person classes. However, students should notify their instructors in a timely manner of their absence from class, whether in-person or remote, due to symptoms of illness. Students are responsible for all quizzes, exams, labs, projects, and assignments missed due to absence in each class for which they are enrolled. This should be coordinated through their instructor.

Students will not be penalized for absence due to illness and students do not need to provide documentation of their illness if they follow these procedures. Instructors will accommodate students who communicate their absence and who cooperate with making up missed coursework.

By the end of the first week of the semester, students will choose a seat in each of their courses, maintaining distancing of 6 feet from other students and the instructor. Instructors will record the seating arrangement and will use this information to take attendance for each class

meeting. These seating assignments will be necessary to facilitate contact tracing in the event of a positive COVID-19 case. Attendance also will be mandatory for virtual classrooms with attendance also being recorded for these sessions.

Monitoring student absences is an important strategy for providing support to individual students who are ill and for providing the University with an understanding of the potential magnitude of illness or infection. Tools such as classroom clicker systems can facilitate digital recording of daily attendance.

Faculty members can play a vital role in public health by [submitting reports of concerns](#) about student attendance, symptoms of illness, or general well-being to the Aggie Care Team (ACT), a cross-university team charged with assessment and intervention with a wide range of student concerns. In cases where there are concerns about failures to comply with the expectations of this plan (masking, distance, etc.), a [COVID concerns form](#) is available. See the Compliance and Accountability section for additional information.

Conversion to remote learning

All faculty teaching in-person this semester will be prepared for a transition to remote instruction if campus conditions warrant a change in operations. Other conditions also may warrant a change in course delivery, including faculty member illness or COVID-19 exposure.

Faculty have had and continue to have the opportunity to expand their knowledge of remote and online instruction. The Educational Technology and Distance Education team have scheduled enhanced distance education training sessions, new remote teaching training sessions, a next level of both Blackboard and Zoom training, and have developed a Teaching Resources Center for both new and advanced online faculty. The Faculty Professional Development Committee has provided further support to faculty in preparing for online and remote teaching via virtual seminars and the development of a podcast series on these topics.

Faculty support and safety

Faculty members, by policy, will have the right to ask a student to leave the classroom for failure to comply with health and safety expectations around wearing face coverings.

Faculty members who themselves are experiencing symptoms of illness or concerned about their health will be provided collegial coverage of their classes as necessary.

For the safety of the classroom setting, specialized cleaning services may be implemented in any classroom known to have had exposure to COVID-19.

The University's case management process contains provisions that any student who is absent due to illness will be required to obtain "return to school" medical clearances before re-entering a classroom.

Accommodations for Health or Disability Concerns

The health and safety of our community is foremost in our planning. We understand that individuals may have pre-existing medical or disability issues which might pose difficulties in a face-to-face academic or workplace environment.

Students

Disability Accommodations (ADA): Students may request reasonable accommodations for themselves for [certain disabling or medical conditions](#) that, per the CDC, put them at an increased risk of severe illness due to COVID-19.

COVID-19 Accommodations: These accommodations are for students who themselves do not have a disability or health conditions but who live with others who have medical conditions that put them at increased risk of severe illness from COVID-19. Students seeking COVID accommodations are most likely to request a remote schedule to minimize exposure to those with whom they live.

The [online disability request form](#) should be used to make either of the requests described above.

Employees

Employees seeking an accommodation request under the Americans with Disabilities Act should [complete a request form](#). Examples of accommodations that may be needed are working from home. Contact Human Resources with any questions about accommodation requests.

Athletics

As of the issuing date of this plan, the Middle Atlantic Conference (MAC) has approved tentative plans for sports to be conducted during the spring semester in a manner that prioritizes the health and well-being of student-athletes, coaches, campuses and local communities.

Due to state and local restrictions and rising rates of infection across the MAC region, the conference leadership will meet over the next few months and continue to track the trajectory of the pandemic and resulting health and safety recommendations or mandates from local, state and national public health authorities to determine on-going plans and schedules. The MAC will continue to prioritize the health and well-being of student-athletes, coaches, campuses and communities and therefore will continue to evaluate both internal and external factors as needed. The conference will, at minimum, comply with all applicable mandates and NCAA Sport Science Institute's recommendations for resocialization of collegiate sports.

Bookstore

Follett is our campus bookstore partner and offers [online ordering of books and supplies](#). All staff and customers will be required to wear acceptable face coverings in the store. Barriers and shielding have been installed at cash registers and the textbook counter for safety.

Hand sanitizer will be available for personal use at the store entrance and it also will be available for purchase. Social distancing will be observed and signage will direct traffic flow in and around the store.

Cleaning and Sanitation

Philosophy

The health and safety of the entire University community remains the highest priority of this plan. Cleaning and disinfection of classrooms, all building bathrooms, lobby and hallway hard surfaces, public spaces, and high touch areas are being performed to meet current CDC guidelines, including the use of EPA “List N” approved products recommended to disinfect these areas.

The current semester cleaning schedule for the campus can be found in Appendix B. The University is prepared to utilize outside contractor(s) as needed to ensure that these standards and expectations are being met daily across campus.

Service for areas with suspected COVID-19 exposure

The University may rely on a third-party sanitation provider to treat areas with known exposure to the novel coronavirus. The COVID response team is responsible for partnering with the Bucks County Department of Health to determine which spaces on campus will need to be disinfected. Such disinfection may result in the temporary closing of spaces like common areas and classrooms on short notice.

Individual office cleaning

Shared responsibility for the health of our community is a hallmark of this plan. Employees will be expected to clean and maintain their own offices and workspaces. This allows cleaning operations to be focused on areas occupied by multiple users and reduces overall traffic into these areas.

Appropriate supplies will be made available through Custodial Operations. Employees will be responsible for wiping down surfaces in their own office or workspace (i.e. desktops, high touch areas such as doorknobs, light switches and computer keyboards). Trash bags from private offices should be tied up and left outside the office for removal. Please contact your building manager with any questions, concerns or requests for additional supplies.

Regular classroom cleaning

In addition to regular scheduled cleaning by Custodial Operations, classrooms and laboratories will be stocked with cleaning products. Students and faculty should wipe down surfaces (desktops) and high-touch areas prior to the start of class/instruction. Please contact the building manager with questions, concerns or requests for additional supplies.

Hand sanitation

Hand sanitation stations have been placed at 130 locations throughout campus, including at building and classroom entrances/exits, common spaces, and other high traffic areas. These should be used regularly by everyone on campus as an essential complement to handwashing and other measures to reduce transmission of illness.

Signage in restrooms, common areas, hand-sanitizing stations and vending areas encourage proper hygiene, including hand washing/sanitizing and cough and sneeze etiquette. Please follow these protocols.

Commuter Students

Commuter and off-campus students are important members of our campus community. They are not only assured access to the same health and wellness resources and services as resident students, but they also are expected to follow the same health and safety guidelines related to educational compliance, Medicaid screening, testing and reporting of illness as described in this plan.

Commuter and off-campus students who are living with a family member or other individual with confirmed COVID-19 must notify the DelVal Health Services at 215.489.2252 to discuss next steps, which may include a period of quarantine depending on circumstances of exposure and guidance from the Department of Health.

Several campus spaces, including the commuter lounge, will be available to commuters for study, and remote coursework. Commuter and off-campus students will be emailed a list of available spaces prior to the start of the upcoming semester. These spaces are not intended for gathering or social use. Commuters may use them to eat lunch/meals, but due to the heightened risks associated with eating in indoor spaces, must do so quickly, and quickly return their masks.

Compliance and Accountability

Philosophy

The Blueprint plan serves as policy at Delaware Valley University during this pandemic. All students, faculty and staff will be accountable as we navigate this significant public health issue as one community.

We are operating under the **assumption of shared responsibility**, both for the health and safety of our community and for sustaining a dynamic learning environment. As citizens of our University, we are each responsible for holding ourselves, and those around us, accountable to the practices and guidelines within this plan.

Our [Keeping Aggies Healthy community pledge](#) is fostering a social norms approach to community engagement as we all work together to promote a safe and healthy learning and working environment for all.

It is expected that all students, staff and faculty will continue to adhere to our community norms and calls for good citizenship. If these are disregarded, the University will seek adherence to our expectations through the Student Code of Conduct and relevant Human Resources and employment procedures established to address non-compliance.

Students are reminded that the Code of Conduct prohibits:

- behaviors that interfere with the health and safety of others;
- behavior that is disruptive to the classroom environment;
- failure to comply with the direction of a University official;
- general violations of policy.

For faculty and staff, HR Policy 401 specifically applies:

- employees must comply with all policies as stated in the University's documents, laws and regulations;
- no employee can act in any way that could harm the University or fellow employees;
- the best work conditions prevail when people conduct themselves with respect and consideration for each other and observe reasonable rules and regulations of personal behavior.

Reporting compliance concerns – COVID concern reports

Faculty members have access to an online form to report classroom non-compliance with health and safety directives (including wearing face coverings and maintaining social distance). These reports will be routed to the Dean of Students, the University's student conduct officer, for response and intervention through the Student Code of Conduct.

A [COVID Compliance Concerns](#) online form is also available to report observations of non-compliance by *any* member of our campus community. These reports are reviewed by the COVID response team and are routed to the Dean of Students and Director of Human Resources for resolution through the appropriate University procedures for students and employees.

Contact Tracing

Contact tracing involves identifying people who have an infectious disease and their close contacts. As of this writing, the CDC identifies the following guidance on what counts as a close contact:

- Being within 6 feet of someone who has COVID-19 for a total of 15 minutes or more
- Provided care at home to someone who is sick with COVID-19
- Had direct physical contact with the person (hugged or kissed them)
- Shared eating or drinking utensils

- Sneezed, coughed, or somehow got respiratory droplets on you

Contact tracing is an essential activity used by health departments to limit the spread of infectious disease and members of our community are expected to cooperate and comply with contact tracing efforts.

It is an essential public health tactic that is performed in a respectful, culturally sensitive and confidential manner. Efforts to locate and communicate with persons and close contacts will be carried out in a manner that preserves the confidentiality and privacy of all involved. The name of an individual who has tested positive or is under investigation will never be revealed unless written permission has been given to do so. Confidential information will not be shared with third parties.

Where feasible across campus, attendance logs and seating arrangements help to facilitate contract tracing. Examples include classroom seating charts, and designated lists of weight room users assigned to specific time slots.

County Departments of Health have predominant authority and legal responsibility for contact tracing and notifications of communicable diseases. When contact tracing is warranted, the DVU Health Center staff, who have been trained in contact tracing by Johns Hopkins University, will begin gathering information in support of contact tracing efforts. They will report directly to the Department of Health. Procedures for evaluating, isolating and quarantining close contacts will be issued through our Health Center, in collaboration with the local department of health.

Contractors and Vendors

Contractors and vendors operating or delivering on University property are expected to comply with the same health and safety guidelines as those on campus. Contractors and vendors must be free of illness before coming onto campus and face coverings and social distancing are required.

The Purchasing Department is responsible for obtaining a copy of a safety plan by which the business entity operates from all contractors and vendors that are physically on DelVal's campus. All University vendors, service and delivery personnel and agencies will receive guidance on campus check-in procedures and health and safety requirements.

University employees are not permitted to provide campus access to contractors or vendors who have not completed the above check-in steps.

Contractors or vendors who do not adhere to their own safety plans and University expectations may risk severing of business operations with the University.

Dining and Food Service

The University and its corporate partner, Parkhurst Dining, have collaborated on a plan to offer dining services with full attention to social distancing, regular cleaning and sanitation, and employee expectations for hygiene and service delivery.

Traditional dining operations will be conducted in Levin Dining Hall, with reduced capacity, table distancing and table shielding.

Additional mitigation strategies include:

- Elimination of self-serve areas such as the salad bar;
- Availability of grab and go options in all venues. The Pub will offer exclusively grab and go options;
- No cash will be accepted – Ram Dollars or meal plans only;
- Schedule modifications will occur to accommodate more regular cleaning;
- Revised traffic flow in dining areas with appropriate signage.

Parkhurst's Safety Plan fully details the practices that will be implemented to ensure a safe and positive experience for diners.

For safety, please remember during the pandemic that food cannot be shared in common spaces, which includes classes and offices.

Distancing and Shielding

The University is observing the CDC physical distancing guidance for 6 feet (about 2 arm's length) of separation in every feasible venue. This is known to be an effective mitigation strategy against transmission and spread of disease. Plans and physical adaptations include but are not limited to:

- Removing/rearranging seating to reduce capacity in offices, lounges, reception and conference rooms to promote social and physical distancing;
- Adding panels to separate adjacent workspaces as required;
- Installing plexi-glass barriers in high traffic customer service areas, reception areas, residence hall bathrooms, dining tables, vehicles, and some academic spaces as required;
- Removing or limiting shared workspaces;
- Designating small rooms and offices as single occupancy only;
- Using floor decals and signage to direct traffic and maintain 6 feet of distance;
- Encouraging use of videoconferencing for meetings;
- Faculty office hours and advising appointments via remote delivery;
- Implementing signage for elevator ridership limits;
- Square footage guidelines for classrooms and meetings rooms to aid in reduced occupancy.

Personnel who share offices will work on staggered and/or remote schedules.

Individual appointments, such as faculty office hours, advising appointments, counseling sessions, financial aid and bursar appointments, and other one-on-one meetings, will continue to be held through remote means as standard procedure. A listing of office hour and location modifications will be provided closer to the start of the term.

Education and Training

The University will deliver comprehensive educational efforts using CDC guidance. This will include a wide range of topics, including, but not limited to:

- general information about COVID-19;
- health and safety practices to reduce the spread of infection;
- hand and respiratory hygiene; distancing; care and use of face coverings;
- personal health and symptom monitoring;
- what to do when ill or exposed.

Those employees who are required to perform specific tasks, such as temperature and symptom screening, will receive targeted training from the University.

Signage will be an important element of our education strategies and will be prevalent in restrooms, common areas, hand-sanitizing stations, classrooms and residential and athletic areas to encourage proper health and safety practices.

Community members will be instructed to complete a brief refresher training module on relevant content prior to the start of classes.

Employees: Workplace Practices

Workplace practices encouraged by Human Resources for the upcoming semester include the following.

Staggered Shifts

Supervisors will schedule their staff to begin and end their shifts with staggered start/stop times where and when necessary to avoid close proximity with others.

Breaks

Breaks should not be taken together when possible. Supervisors should ensure that breaks are scheduled to limit the number of employees in common break areas so that at least 6 feet of social distancing can be maintained. Employees must clean surfaces at the end of their break time.

Meetings

All meetings and trainings will be held virtually wherever possible.

If a non-instructional meeting must be held in person, the meeting should be limited to the fewest number of individuals possible and will not exceed 15% of the room's occupancy at one time. This may change based on changing circumstances. Masks and social distancing (six feet) are required.

Telework

With the approval of the area Vice President, supervisors will determine whether staff may telework when possible to minimize the number of colleagues working on campus.

Events and Meetings

Internal meetings and activities will adhere to CDC, state and University guidelines for health and safety. The University will comply with public health orders, including occupancy adjustments for the number of participants or attendees.

In-person activities should be held outdoors to maximize distancing and meetings should be conducted through remote means, where feasible.

For the upcoming semester, the University will not be able to offer its facilities or campus for events by external hosts. We will continue to monitor conditions and look forward to once again being able to support our local community through access to our campus. At the time of this writing, the events staff will consider tentative reservations for the summer. All events are subject to change, based on changing conditions.

Guidelines for any other campus events and meetings will be made available for the internal DelVal community. These will require review and approval to ensure appropriate capacity, space selection, and compliance will all guidelines (including DVU, governmental and public health requirements in force at the time of the event).

Face Coverings and Personal Protective Equipment (PPE)

Face Coverings

All faculty, staff, students and campus visitors, contractors and vendors are required to wear approved cloth face coverings while on campus. Gaiters, bandanas, and masks with respirator valves are not acceptable.

Wearing a face covering is an important practice for maintaining our community's health. [Recent studies](#) show that wearing a face covering adds an important layer of protection for prevention of virus spread when the mask wearer coughs, sneezes or speaks. Even asymptomatic persons can shed the virus and transmit it to others when they are feeling well and do not know they have COVID-19.

Per orders issued by the Secretary of Health of the Commonwealth of Pennsylvania in November 2020, the following list of when face coverings must be worn are relevant for our community members. Face coverings are to be worn in these circumstances:

- Indoors or in an enclosed space, where another person or persons who are not members of the individual's household are present in the same space, irrespective of physical distance.
- Outdoors with others who are not members of a person's household and unable to maintain sustained physical distance.
- Participating in indoor physical activity in a gym, fitness center or group fitness classes, where another person or persons who are not members of the individual's household are present in the same space, irrespective of physical distance.
- Waiting in a public area for, riding on, driving or operating public transportation or paratransit or while in a taxi, private car service or ride-sharing vehicle, irrespective of physical distance.
- Obtaining services for themselves or another person or a pet from the health care sector in settings including, but not limited to, a hospital, pharmacy, medical clinic, laboratory, physician or dental office, veterinary clinic, or blood bank.
- When working in any space where food is prepared, packaged for sale, or prepared for distribution to others.
- Certain facilities—including hospitals, shelters, long-term care facilities, residential treatment facilities, and correctional facilities—may also require visitors and residents, patients, or inmates to wear face coverings even when in a living unit.

Cloth face coverings must cover both the nose and mouth and CDC guidelines on [proper use, removal, and washing of cloth face coverings](#) is adopted as the approved institutional guidance and education source

The University will seek adherence to required masking expectations through informal and formal means including signage, education, ongoing public health messaging, a social norms campaign, and the use of established formal and informal resolution processes for students, faculty and staff.

PPE (Personal Protective Equipment)

Certain employees, by nature of their work, require personal protective equipment (PPE) including surgical masks, face shields, goggles and gloves to perform their duties safely. Personnel requiring University provided PPE include, but are not limited to, health service clinicians, athletic training staff, those who work in certain labs and work environments, custodial services, public safety, and students in isolation or quarantine.

The Environmental Health and Safety Specialist is responsible for ensuring that personnel designated for use of University procured PPE are trained on its proper use.

The University will maintain a three-month supply of PPE for designated personnel and functional areas. Oversight and monitoring of inventory rests with the Environmental Health and Safety Specialist and procurement is centralized through the University's purchasing department for economies of scale and financial stewardship.

Health and Personal Hygiene

The University will adopt and implement the guidance of the CDC in its communications and expectations for campus community members regarding those health and hygiene practices known to decrease [transmission of diseases](#), including COVID-19. We will continually monitor and provide updated information and guidance from the CDC and the Pennsylvania Department of Health as the pandemic evolves.

Employees and students are strongly encouraged to be vaccinated against influenza this year as an additional personal and community health measure. Please make use of on or off campus flu clinics.

Health Monitoring and Self-Screening via Medicat

The health and safety of the DelVal community is paramount and every member of the campus community has a responsibility to respect and protect those around them. Daily symptom monitoring and screening is a vital public health activity that assists in preventing the spread of illness.

All students, faculty and staff are expected to complete the [Medicat COVID symptom](#) screener daily. Detailed instructions on how to access and complete the screening are attached in Appendix C.

A green circle is displayed when a user is symptom free. This indicates it is then safe to attend class or report for work. Proof of status may be required to enter a classroom, building, or campus.

Housing

Residence halls will be open in spring 2021, operating under guidance from the Pennsylvania Department of Education and CDC Guidance for Shared or Congregate Housing.

Delaware Valley University has put in place safety measures including: enhanced cleaning (particularly bathrooms) to CDC standards; arrangement of room furniture to maximize distancing; and placement of physical barriers between bathroom sinks.

By living in shared housing students choose to:

- occupy shared quarters (rooms or suites) unless assigned to a single room as an approved accommodation;
- be part of a larger residential community of students;
- follow University directives to wear cloth face coverings;

- actively practice general hygiene and hand hygiene for the health of all;
- isolate immediately and seek medical care and direction should symptoms develop;
- comply with health and safety directives and departure plans if they become ill.

Failure to follow these guidelines and others that might arise in the interest of public health may result in a referral to university agents for discussion, resolution and, as may be warranted, action under the Student Code of Conduct.

Guest policy

For the Spring 2021 semester, resident students will not be permitted to have non-student guests or visitors in individual rooms or residence halls. Family members will not be permitted to visit. These limitations are important for minimizing any possible exposure on our campus and will be enforced.

Plans to permit a greater degree of interaction between rooms and floors within residence halls are currently under development and will be communicated prior to the start of term. To be effective, such plans will require the cooperation and commitment of students to follow all health and safety guidance.

Resident students are not permitted to be guests in off-campus student households, as doing greatly increases concerns about transmission back to the residence hall environment.

Common areas

Plans for use of certain residence hall common areas (lounges, study rooms and kitchens) for spring are currently under review to safely allow a greater use of space by residents only. These plans will require the complete commitment of resident student to be effective.

Student safety and departure plans

Students are required to submit a simple safety and departure plan before checking into housing this spring. This plan will be activated if quarantine, isolation or closure of the residence halls becomes necessary. Elements of the plan will include confirmation of emergency contact information and other essential information about location, travel arrangements and return-to-school requirements. Resident students will receive direction through their housing portal on how to complete and submit a safety plan.

Quarantine and isolation housing

Returning home to isolate is preferred if a resident student tests positive for COVID-19. We have set aside limited accommodations with private bathrooms for students who are ill or have tested positive for COVID-19, or who have no alternative isolation housing option that can be located. Only exceptional circumstances will be considered and the relevant Department of Health may be contacted for guidance.

Housing - Return Procedures for Residential Students

Return to housing procedures have been altered to manage residential students returning to campus and to adhere to all applicable health and safety precautions. Everyone's cooperation will be essential for an orderly and responsible process. All health and safety directives, specifically wearing face coverings, maintaining distance, and following traffic flow signage will be expected. **Resident students will receive additional details via email from housing@delval.edu.**

Staggered arrivals and check-in

A staggered schedule will be established that assigns return times based on housing location to facilitate social distancing and limit the number of students moving in at any given time. Move-in will be extended across multiple days to distribute the number of persons on campus.

- We are not able to accommodate early arrivals and those who arrive outside their assigned time will not be able to check in.
- To streamline check in processes, students should clear all business items PRIOR to their arrival.

At check-in, any new residential student who has not already done so through the housing portal will need to acknowledge residential agreements.

Students new to the residence halls, (i.e. a student moving into a residence hall for the first time in spring 2021) will receive additional communication and information from the Office of Housing and Residence Life.

Temperature and symptom screening

Prior to receiving building access, students will proceed through a temperature and Medicaat symptom-screening process conducted under the direction of the DVU Health Center. Students with normal temperature readings and no symptoms will receive a clearance badge and will proceed to their residence halls. Those with symptoms or unusual temperature will be asked to speak with the Health Center staff for further evaluation and next steps.

Students arriving from states currently under travel restrictions will receive individualized outreach prior to arrival with full directions and guidance.

Helpers and guests

The spring move-in return to campus requires less move in of items. For the protection of all, helpers and guests will not be allowed in the residence halls. Guests should remain in or at their vehicle and limit their time on-campus. Family pets are not welcome or permitted on campus.

Pack and plan

Even though we have implemented enhanced cleaning practices, we recommend bringing your own supplemental cleaning supplies, especially if you reside in suites with private bathrooms.

Room furniture will be laid out for distancing and therefore additional room furniture or other large items cannot be brought to campus this Spring.

Illness and Return to Work/Class

People with symptoms of illness should not report to work, class or to campus. Symptoms of concern may include:

- 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

These urgent symptoms require immediate emergency care:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

Students with symptoms should call the DVU Health Center at 215.489.2252. A nurse will provide consultation and advice on how to proceed. You may be tested for COVID-19 at the Health Center or referred to a community resource.

Students experiencing illness and respiratory distress after hours should contact Public Safety at 215.489.4444 and assistance and guidance will be rendered. Isolation or quarantine may be required.

Employees with symptoms of illness should stay home and consult with their primary care provider about whether they should be tested for COVID-19. Employees should follow their normal call out procedures. If an individual develops any of the symptoms or is not feeling well during their shift, they should contact their supervisor and go home. DeVal's sick policy and FMLA policy should be applied when applicable.

Reporting illness

Any student with a positive diagnosis or with known exposure to COVID-19 must report that fact to the DVU Health Center, which will initiate isolation and quarantine protocols described elsewhere in this plan.

Any employee with a positive diagnosis should not be on campus and should contact Human Resources. HR will follow a response protocol to ensure compliance with the orders issued by the Governor of Pennsylvania, the Pennsylvania Department of Health and the Bucks County Department of Health to respond to a probable or confirmed case of COVID-19 on campus. The response protocol includes contact tracing and disinfecting all areas used by the sick individual.

Protocol for a Confirmed Case of COVID-19 on Campus

If a confirmed case of COVID-19 has been identified through DVU Health Center testing, the Bucks County Department of Health will be contacted. In instances where testing has been conducted through the student's primary care or other health care provider, the appropriate Department of Health will be notified. The DOH will notify the University as appropriate.

For a confirmed case on campus, the University COVID Response Team will convene and review. With the assistance of the County Department of Health, the team will make necessary determinations regarding suspension of any activity or class, required disinfection, campus communication, continuity of care for individuals and any other matters.

Return to work or class

Individuals who have tested positive for COVID-19 will be approved to return to work or school through case by case review by University personnel under the direction and guidance of the County Department of Health.

Employee leave policies and student hiatus policies remain in effect during the semester.

Return to work or school approvals will be consistent with [CDC guidance on release from isolation](#). This guidance evolves as circumstances change and the latest information can always be found on the CDC site.

Isolation and Quarantine Procedures and Expectations

Isolation is the physical separation of an individual with an infectious illness from those who have not been exposed to the contagion and are healthy. *Quarantine* is the physical separation of asymptomatic contacts (i.e., those who have been exposed to a contagious disease but are not ill).

Resident students

The University has established procedures for isolation and quarantine of resident students in collaboration with the Bucks County Department of Health.

Any student who tests positive for COVID-19 will not be permitted to immediately return to their assigned residence. The student's safety and departure plan will be activated and arrangements will be made for alternative accommodation. Only in very limited circumstances will students requiring isolation remain on campus and they will be assigned to isolation housing.

Should students be unwilling to comply with isolation or quarantine directives to return to their home or location identified in departure plan, they will be accommodated off-campus at a hotel, at their own expense.

The University's isolation and quarantine protocols assign students a point of contact for regular check-ins, delivery of meals, retrieval of personal items and other support as needed, such as transition to remote learning or other academic continuity, and communication with family members as requested. Infected students will remain in isolation until they meet the current CDC guidance for return to school.

Resident students who may have had close contact with someone who has tested positive for COVID-19 will be placed in quarantine, under the direction of the DVU Health Center. Students in quarantine will also be assigned a University point of contact for assistance with delivery of meals as needed. Students directed into quarantine may also be required to implement their departure plan depending on the circumstances of their housing arrangements.

Residential students are required to comply with the directives of University officials regarding housing re-location and other directives related to isolation and quarantine.

Commuter and off-campus students

Commuter and off-campus students who are living with a family member(s) or other individual with suspected or confirmed COVID-19 must notify DVU Health Services at 215.489.2252 to discuss next steps. This will depend on circumstances of exposure and guidance from the Department of Health.

Off-Campus Academic Experiences

E360 Experiences

The E360 program is a cornerstone of the DVU academic experience. For many students, their internships and other experiences take them off campus, into community environments and workplaces, and into schools for student teaching experiences.

Students engaged at off-campus sites must follow the University's expectations for health and safety, including face coverings, distancing and personal hygiene, even if those guidelines exceed the expectations at the work or internship site. Remaining vigilant while off campus will be an important practice to keep the DVU community safe. In cases where the health and safety requirements at an off-campus site are greater than those of the University, students will adhere to the most stringent requirements.

Students and employers participating in the Experience360 program will be asked to acknowledge their responsibility to the Blueprint as a component of the Activity Application process. The Center for Student Professional Development (CSPD) will assist students and site supervisors with questions and support as needed. Additionally, students are encouraged to plan ahead with their site for alternative options to complete course requirements if their site ceases operations or they are unable to continue their experience in-person.

Graduate and Doctoral Student Placements

Students in required field placement work will follow guidelines established by DVU and/or the host site and will be required to follow the most stringent guidelines regarding masking, social distancing, and hand hygiene. Graduate/doctoral program directors will provide specific information to field placement students about safety protocols.

Off-campus Students

While commuter students are those who live at home with family, off-campus students live independently in apartments and houses in the surrounding area. Off-campus students are still responsible for adhering to the health and safety guidelines contained within this plan and for good citizenship to protect the campus community.

Guidance below updates and clarifies expectations for off-campus students, and is effective for the Spring 2021 semester:

- Off-campus residents are urged to avoid the presence of any guests into the household to reduce the possible exposure of residents and non-residents to infection.
- Per order of the Secretary of Health of Pennsylvania, masks must be worn indoors in homes if non-household members are present.
- Per current order of the Commonwealth of Pennsylvania, indoor gatherings of more than 10 people are prohibited
- Eat meals with proper distancing – 6' apart, even within the confines of the 'household'. Shared meals with individuals outside the household present a very high risk of transmission and should be avoided
- The best way to gather with friends is to limit it to your housemates, or at most, with one guest per resident.
- Even among a small group of friends or housemates, alcohol is risky. Generally speaking, the more we drink, the louder and closer we get.
- Campus resident students should not be invited into off-campus residences occupied by other students as the risk for transmission back to campus increases and puts the residential students at greater risk.
- If you ride in a vehicle with someone outside your 'household', as you come and go from campus, wear a mask. Cars and trucks are small, confined spaces.
- Contact the Health Center at 215.489.2252 if you are ill, if you have been exposed to a COVID positive person, or if you have been tested off campus and received positive results. Thank you for helping to reduce the spread of illness.

It is the University's expectation that all students – whether residing on or off-campus, will adhere to the Blueprint and will act as concerned citizens to protect the public health of our campus. The University's first priority is to intervene on matters of public health in a manner that mitigates any health risk to our community in partnership with affected parties. Students should also be advised that, as noted in the Student Code of Conduct, the University reserves the right to respond to off-campus behavior that may interfere with the health and safety of others.

Office Hours and Appointments

During the upcoming semester, office operations and appointments will be modified to ensure social distancing and safety. Individual appointments, such as faculty office hours, advising appointments, counseling sessions, financial aid and bursar appointments, and other one-on-one meetings, will continue to be held through remote means as standard procedure.

Clinical settings (Health Center, Counseling Center and Athletic Training) will have specialized office procedures, including but not limited to telehealth and counseling, and visits by appointment only.

A complete listing of office hours and location modifications will be provided to students upon arrival on campus.

Personal Support Needs

Feelings of stress or anxiety are normal when change is all around us.

For students, access to mental health support and counseling will be available through our Counseling Center. Because of distancing guidelines and size of counselor offices, sessions will be conducted with our licensed counselors through remote means.

For faculty and staff, the University offers an employee assistance program that includes resources and counseling support that may be of value in times of change.

All members of the DVU community are welcome to utilize TAO – Therapy Assistance Online which is offered through the Counseling Center. TAO is an interactive, dynamic, easy-to-access online information program that provides support for anxiety, depression, and other common concerns. TAO has added mindfulness resources and COVID-19 related support resources. The program is free to all students, staff, and faculty at Delaware Valley University.

These services are confidential.

Recreation and Recreational Facilities

Outdoor activities, with appropriate social distancing, are supported and encouraged this Spring. Students may consult with Student Involvement to explore both formal and informal recreational opportunities that comply with health mandates.

Until further notice, the use of the Work Gym facilities, include the weight/fitness room is limited to student athletes only. These student athletes will be under the supervision and direction of their coaches. We will continue to monitor the situation through the semester. This action is necessary for community health and will enable us to contain and limit the number of uses to enable contact tracing, should it become necessary.

Club sports will be evaluated on a case-by-case basis. While generally club sports will be suspended, there may be activities (eSports) where distancing, masking and all other health standards can be successfully met. Student Involvement staff will work directly with club sport leaders on any programming.

Student Activities and Extracurricular Programs

Being involved and having the opportunity to be part of clubs and organizations is an important dimension of DeVal's campus life and clubs and organizations are encouraged to identify creative ways for students to interact and engage with each other. We are planning a range of activities, to include face-to-face, virtual/remote, and outdoor events.

The Student Involvement team will provide guidance and support for student leaders on ways to engage their members.

Testing – for Students

DeVal relies on the science-based guidelines of the CDC, the Pennsylvania Department of Health, and the Pennsylvania Department of Education for our strategy on testing. This guidance evolves regularly and as such our approach is subject to modification if and when circumstances may warrant.

The primary goal of our testing strategy is to support the mitigation of community spread through testing, contact tracing and immediate isolation or quarantine of individuals with symptoms and documented exposure from close contacts.

At the time of this update and given current availability and access to testing resources, the following hierarchy for testing through our Student Health Center is in place:

1. Students who present with symptoms of COVID-19;
2. Asymptomatic students with a documented exposure to someone with COVID-19;
3. Compliance testing in accordance with NCAA regulations;
4. Travel related testing as appropriate.

If indicated, individuals may be referred to local or regional testing sites.

For students with positive test results, symptomatic students awaiting test results, and for those with a documented exposure from close contacts, a thorough and coordinated case management plan will be initiated that includes isolation or quarantine, conferral with the Department of Health for contact tracing, personalized support (meals, personal needs), and return to class clearances.

The availability of testing for asymptomatic individuals is currently under strain across the country. Expanded testing availability, such as that for entry testing are under evaluation at the time of this update and any modification (i.e. required entry testing) to the strategy above will be communicated.

Testing – for Employees

Employees should utilize their primary care physicians for consultation about symptoms and evaluation and procedures for testing. Refer to the Illness and COVID cases section of this plan for guidance about actions if positive or presumptive positive.

Travel and Transportation

All non-essential domestic travel and international travel sponsored by or through the University has been suspended through Summer 2021.

Essential travel

Essential travel is defined as that required for work and/or to sustain approved operations of the University. Essential travel also includes activities for recruiting students. Only essential travel is authorized. If you are uncertain if your work travel is considered essential, please seek supervisor and VP approval.

If travel is deemed essential and required for work, employees should ride alone in vehicles where feasible. Employees who normally have multiple employees in the vehicle due to safety or work standards should consult their supervisor and the Environmental Health and Safety Officer for guidance.

If a driver is alone throughout the trip, a mask is needed only when interacting with others, such as at a tollbooth or drive-through window. **If more than one person is in the vehicle, all occupants must wear masks.**

The University uses King's Transportation, which has taken additional steps to proactively safeguard the health and safety of drivers and DelVal passengers, including:

- Screening drivers for fever and symptoms before beginning their shift. Symptomatic drivers are not permitted to work.
- Vehicle interiors and door handles are thoroughly cleaned and disinfected with antibacterial cleaning products daily at the beginning and end of each shift and between each ride.
- Drivers wear protective gear when transporting passengers and practicing safe personal distancing.
- All vehicles will feature a protective barrier between chauffeur and passenger(s) for added protection and peace-of-mind.

Personal Travel

Although the University cannot prohibit personal travel, individuals should be aware that their personal travel will impact their ability to return to campus. If more than one person is in the vehicle, all occupants must wear a mask.

Please refer to the [Pennsylvania Department of Health COVID-19 Information for Travelers](#) for the latest restrictions and guidance on travel inside and outside of the Commonwealth.

The CDC recommends all international travel be avoided and recommends a quarantine period if you've traveled to any areas with a high number of COVID-19 cases. Please familiarize yourself with all relevant travel guidance and restrictions.

Field Trips

Field trips are an important component of our experiential learning experience. They provide essential, real life contact with instructional and experiential subjects, increasing the value of the overall learning experience.

All field trips must be pre-approved by the Department Chair, Dean and Office of Risk Management and must include a safety plan that details physical distancing, sanitation, hygiene and PPE specific to the travel and tasks at destination.

Ventilation and Air Supply

The university is taking active steps to mitigate the presence of COVID-19 in the indoor air on campus. The mandatory face coverings policy, screening and isolation/quarantine protocols all serve to protect our community.

A wide range of HVAC equipment and technology exists in our campus buildings. Facilities Management performs preventive maintenance on air handling systems based on building use, occupancy and recommended maintenance for peak efficiency. We use a tracking system to monitor and complete scheduled updates, inspections, cleaning and flushing of units, and filter changes for proper operations

Air-handling systems vary across campus. Suite-style residence halls have their own air-handling units with building wide systems for hallways and common spaces. Traditional residence halls and some administrative spaces do not have central air exchange systems. However, most of the main academic spaces on campus do have building wide systems.

Although campus HVAC units will operate under normal conditions, facilities management will increase filtration media (up to MERV-13, if available) in campus air handling units. As an increased safety measure, the filter change schedule will be increased from quarterly to monthly while the COVID operating plan is in place.

Opening windows where possible increases air flow and is recommended where feasible and safe to do so. Facilities has focused efforts across campus to allow windows to be opened by users where possible.

Visitors to Campus

Sustaining a safe and healthy campus is our first priority and as part of that commitment, the University will limit campus visits by individuals and groups who are not immediate members of our community.

Students will not be permitted to have any guests on campus and are advised that failure to comply with this expectation may be grounds for immediate removal from campus.

The only approved visitors will be:

- those participating in pre-arranged enrollment or employment recruiting visits;
- those approved by Academic Affairs for essential academic endeavors;
- vendors, contractors and delivery persons with established business with the University;
- individuals sponsored by External Affairs for advancement visits.

Campus visit approvals, consistent with the criteria above, are granted by the Vice President of the hosting department and are conveyed to Public Safety for campus monitoring. Approved campus visitors are responsible for and expected to follow the same health and safety guidelines as internal community members, including the use of face coverings, and maintenance of social distancing.

Individuals approved and scheduled to visit campus must be free of illness. The sponsoring department is responsible for communicating these expectations and for certifying clearance with health screening expectations which may be performed using an app or CDC symptom checker. Visitors must be denied access to campus if symptoms are detected.

Approved visitors will be provided with a face covering in the event they arrive to campus without one.

Campus Status Change due to COVID-19

The Blueprint plan was built with the highest regard for our community's safety and our experience in Fall 2020 has helped to inform our ongoing strategy. We will pivot our operations as needed based on information from internal and external sources.

The COVID response team, established in August 2020, is broadly charged with regularly monitoring campus environmental conditions. The team reviews data about cases in the aggregate to discern patterns and pivot points and monitors internal and external environmental conditions, including testing rates and community spread, employee absenteeism, and rates of quarantine and isolation.

The team advises the President and the Cabinet directly and regularly on stakeholder compliance concerns, decisions that may be required regarding mitigation strategies, and changes in campus status and institution-wide operations. Together, the COVID response team and the senior leadership will also monitor and respond to any directives from local, state or national authorities related to our operations and then notify the campus community as needed.

Appendices

Appendix A - Glossary

These terms are used throughout the plan and are defined below:

ASYMPTOMATIC – presenting no symptoms of a disease.

CLOSE CONTACT – currently defined by the CDC as any individual within 6 feet of an infected person for a cumulative period of 15 minutes or more over 24-hour period. For further details, reference [the expanded definition](#) on the CDC website;

CONTACT TRACING - a procedure used by health departments to prevent the spread of infectious diseases. Public health staff notify close contacts of their potential exposure to a **laboratory-confirmed or probable COVID-19 person**. Contact tracing is performed as rapidly and sensitively as possible. The infected person's identity is never revealed.

COVID-19 – infectious disease caused by the SARS-CoV-2 virus.

COVID TESTING – there are three types of tests available for people with COVID-19 symptoms:

- **PCR (polymerase chain reaction) tests** look for pieces of SARS-CoV-2, the virus that causes COVID-19, in the nose, throat, or other areas in the respiratory tract to determine if the person has an **active infection**. This is a nasal swab test.
- **Antigen tests** look for pieces of proteins that make up the SARS-CoV-2 virus to determine if the person has an **active infection**. This is a nasal swab test.
- **Serology tests** look for antibodies against SARS-CoV-2 in the blood to determine if there was a **past infection**. This is a blood sample test.

FACE COVERINGS - a covering of both the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. Gaiters, bandanas, and masks with respirator valves are not acceptable face coverings

ISOLATION – public health practice that separates infected persons with a contagious disease from people who are not sick. (See Isolation and Quarantine section for information about campus isolation procedures.)

PERSONAL PROTECTIVE EQUIPMENT (PPE) - includes masks/face-coverings, gloves, gowns, goggles, and other equipment to protect the wearer from coming in contact with contagious pathogens or spreading contagious pathogens to others.

SELF-QUARANTINE - when someone is not ordered to go into *quarantine* but chooses to do so just out of caution.

QUARANTINE - separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick per the CDC. (See Isolation and Quarantine section for information about campus quarantine procedures.)

SARS-CoV-2 - scientific name of the new strain of coronavirus that causes Severe Acute Respiratory Syndrome. In people, the disease caused by the virus is called Coronavirus Disease 2019, or COVID-19.

SCREENING – series of questions asked to determine a person’s risk for COVID-19. Medicat is a screening tool used at DeVal.

SOCIAL (PHYSICAL) DISTANCING - avoiding mass gatherings, not congregating and maintaining distance (approximately 6 feet or 2 meters) from others when possible.

SYMPTOMATIC – presenting symptoms of a disease.

Appendix B - Cleaning Schedule

The current semester cleaning schedule for the campus is posted below. Acknowledgment of completed disinfection will be documented and posted in areas such as bathrooms, and on fixtures and doors.

Schedule

Location	Frequency	Responsible Party
Classrooms/Laboratories	2x/day	Custodial Operations
Lounges/Hallway/Common	2x/day	Custodial Operations
Common restrooms	2x/day	Custodial Operations
Weight Room overall	2x/day	Custodial Operations
Residence Hall restrooms	3x/day	Custodial Operations
Health Center/Training overall	2x/day	Custodial Operations
Transportation vehicles	Each use	King's Limousine
Private employee space	As needed	Employee
Dining Facilities	Each use	Parkhurst/Custodial Operations
Point of Service areas	Each use	Employee as assigned
Public Safety	2x/day	Custodial Operations
Weight room – equipment	Each use	User, coaches, players
Training room – equipment	Each use	Athletic Training staff
Locker rooms	2x/day	Custodial Operations
Computers/Lab Equipment	Each use	User
Laundry Rooms	2x/day	Custodial Operations
Health Center equipment	Each use	Health Center staff
University owned vehicles	Each use	User

Appendix C - Medicat Self-Screener Detailed Instructions

Members of the DelVal community should complete a Medicat screener every day. You will receive a daily email reminder and you can also [opt in to receive a daily text message](#).

Alternatively, you can use the following link (and feel free to bookmark it):

<https://delval.medicatconnect.com/>.

1. The first time you click on the link in your daily email reminder, you will need to bypass a security screen which looks like this. Find DelVal in the dropdown and click on “Remember selection...” and click Select.



Accessing Medicat ...

Please choose your home organization:

Enter the name of the organization you are affiliated with

Select

Remember selection for this web browser session.

You are using the InCommon Federation Discovery Service. This service helps you sign into resources using your organization's single sign-on service.

[About the InCommon Federation](#) | [Data Privacy](#) | [Help](#)

© Copyright 2020, InCommon, LLC | incommon.org | InCommon: Identity and Access for Research and Education

2. You will next need to use your DelVal sign on credentials.

A screenshot of the Delaware Valley University sign-on page. The page has a white background with a grey abstract graphic on the left. At the top, it says "Sign On" in a large, grey font. Below that is the Delaware Valley University logo, which includes a green and yellow flame icon and the text "DELAWARE VALLEY UNIVERSITY" with "1876" below it. There are two input fields: "USERNAME" with "jennifer.brennan" entered, and "PASSWORD" with "*****" entered. A blue "Sign On" button is centered below the fields. At the bottom, there is a link that says "Change Password?".

3. You will now see Medicat’s home page. Click on the COVID-19 icon to access the self-checker.

Home **COVID-19** Immunizations Forms Education Upload

DelVal Health Services Portal

Complete the COVID Symptom Checker
(For Computers, Click on the COVID Icon above to get to the COVID Status Page then click the Symptom Checker Form Link)
(For Mobile, Click on the mini drop down menu and select the COVID Tab to get to the COVID Status Page, then Click the Symptom Checker Form)

Opt in for text messages
(Click of the Forms Icon, then scroll down to the Communications Forms and select the The Opt in/Opt out Text Message Form)

Students will also be able to access to:

- Required forms
- Immunization management
- Patient education tools
- Secure emails from your DelVal healthcare provider
- Upload documents
- Opt in for text messages

4. Click on the COVID-19 Daily Check-In Link.

DELAWARE VALLEY UNIVERSITY

Home COVID-19 Immunizations Forms Messages Education Upload

No Data

- Positive
- Negative
- Pending
- Documented Exposure
- Antibodies
- Expired
- No Data

There is no data for you. Please fill out the Symptom Tracking form.

Form

COVID-19 Daily Check-In

5. Answer the screener questions.

COVID-19 Daily Check-In

Do you have any of these life-threatening symptoms?

- " Bluish lips or face
- " Severe and constant pain or pressure in the chest
- " Extreme difficulty breathing (such as gasping for air or being unable to talk without catching your breath)
- " Severe and constant dizziness or lightheadedness
- " New serious disorientation (acting confused)
- " Unconscious or very difficult to wake up
- " Slurred speech or difficulty speaking (new or worsening)
- " Seizures
- " Signs of low blood pressure (too weak to stand, light headed, feeling cold, pale, clammy skin)

In the last 14 days, have you had close contact with someone who was confirmed or suspected to have COVID-19?

CDC defines close contact as:

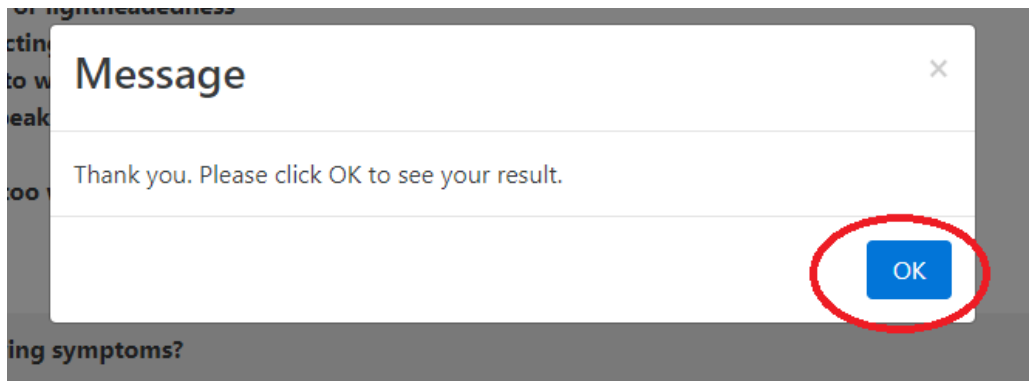
a) being within approximately 6 feet (2 meters) of a COVID-19 positive person for greater than 15 minutes; close contact can occur while caring for, living with, visiting, or sharing an area or room.

b) having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on).

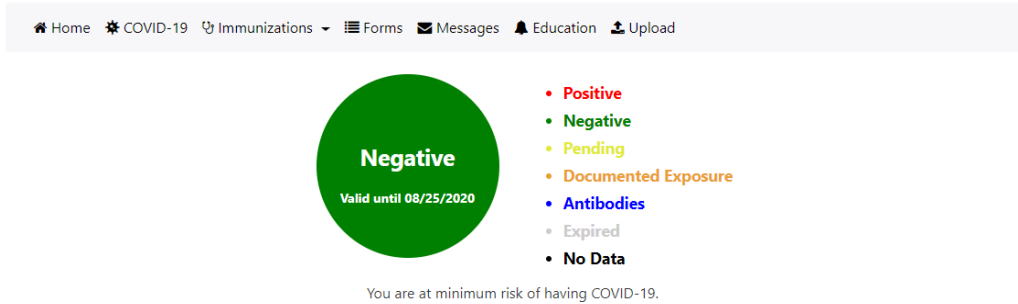
In the last 14 days, have you traveled to a known COVID-19 Hotspot? The COVID-19 [Hotspot list](#) updates on a regular basis, so please check the link each day if you have traveled.

Submit

6. Click OK.



7. You will then receive your result.



Green circle indicates you are clear to be out and about on campus – masked of course!

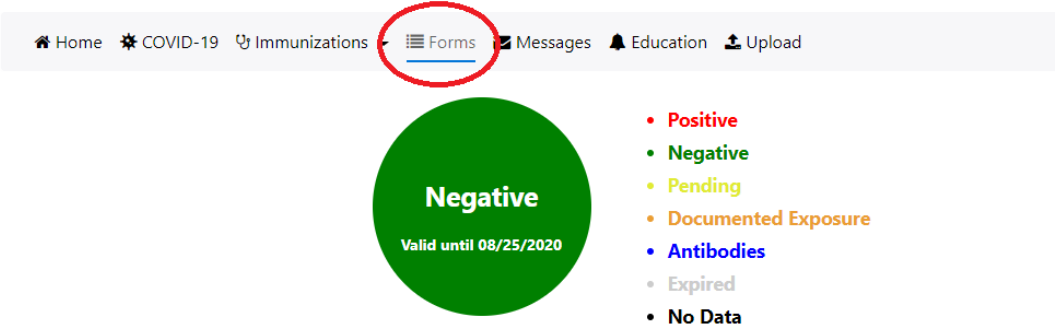
Orange circle indicates that you need to quarantine, as you have been determined to be in close contact with someone who has COVID-19. Students should contact the Health Center and employees should contact HR.

Yellow circle indicates that there are restrictions based on PA’s travel ordinance and you may need to quarantine. Students should contact the Health Center and employees should contact HR.

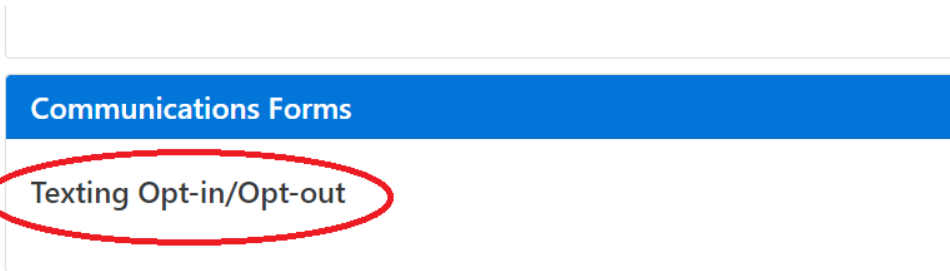
Red circle indicates that you need to isolate. Students should contact the Health Center and employees should contact HR.

Opting in for Text Messages

1. Click on the Forms Icon in the top menu bar.



2. Scroll down until you see the Communication Forms heading. Click on Texting Opt-in/Opt-out link.



3. Answer yes if you would like to opt-in to receive texts and click Submit.

Texting Opt-in/Opt-out

Messages will include appointment reminder notifications, secure message notifications and other important updates.

Text *HELP* for help. Text *STOP* to cancel.

Select "Yes" below and enter your cell phone number to sign up for alerts. Message and data rates may apply. Message frequency varies. For [Terms](#) For [Privacy Policy](#)

Would you like to receive text messages?

Yes No

Submit

4. Enter your cell phone number in the form using numbers only - without using any dashes and click Submit.

Please confirm your cell phone number. (Enter the 10 digit numbers only. DO NOT ENTER ANY CHARACTERS)

Enter numbers only

Submit

5. Once you click submit, you will be brought back to the Forms main page. You can close out of Medicat.

Another quick way to access Medicat is by scanning the QR Code.

