

NCH/NWC EMSS / TNS/ Community Training Center

Guidelines for participation in classroom/lab activities F20

Welcome students/participants! We are committed to conducting educational programs in as safe an environment as possible. Our plan addresses guidelines outlined by the Centers for Disease Control and Prevention and IDPH as they are known to this moment including Behaviors that Reduce Spread, Maintaining Healthy Environments, Maintaining Healthy Operations and Preparing for When Someone Gets Sick to minimize your risk and stop the spread of disease. They are subject to change as new information becomes available and modified processes are prudent or required:

- All participants will be given a specific time for class, lab, or testing. All start on time. Please arrive at least 15 minutes prior to your scheduled start time to allow for screening and hand hygiene.
- Only enter the facility through designated entrances.
- **Student/employee IDs:** All must wear their student/employee ID whenever reporting to class/lab.
- **Adhere to personal safety/risk mitigation strategies:**
 - **Universal masking guidelines** (see below for details)
 - **Social/physical distancing guidelines** (see below for details)
 - **Hand hygiene** per CDC/IDPH/NCH guidelines. See below and EMS COVID-19 Playbook.
- **Screening process for entry:** All participants/instructors are at some risk for exposure to COVID-19, whether in the workplace or in the community. Therefore, ALL participants/faculty, regardless of whether they have had a SARS-CoV-2 exposure shall:
 1. Complete an NCH **Assumption of Risk and Waiver of Liability Form (once is sufficient)**
 2. Complete a **COVID-19 Screening Form** (1 per day on campus) which includes, but is not limited to taking their temperature twice daily and assessing for COVID-19 like illness (see attached form)
 3. Have their temperature taken using a non-contact thermometer
 4. **Limit travel** – Any travel outside of Illinois requires a 14 day self-quarantine and students will not be allowed to participate in class or lab during that time
- Participants will wear appropriate PPE in addition to face masks while performing practical lab practice/testing.
- When lab/testing is complete, they will appropriately remove and dispose of the PPE, complete hand hygiene, If present for isolated testing, leave the building immediately.
- **Rigorous cleaning/disinfecting:** All participant surfaces, manikins and equipment will be cleaned and disinfected between students and/or at the end of the class (see below for details).

Complete explanation of Participant Responsibilities

Participants shall fully comply with the following as they pertain to a specific class /lab activity:

Promote behaviors that reduce the spread of disease

CDC, state and local requirements for personal safety, group gatherings and events while on and off campus.

Universal Masking

BEFORE entering the facility, all students MUST be wearing a CDC approved cloth or procedure mask according to product labeling and local, state, and federal requirements and stay masked at all times.

ONLY EXCEPTIONS: Medical exemption (requires physician statement) and/or when eating or drinking during scheduled breaks and while maintaining at least 6 feet of physical distancing from all persons when unmasked.

Masks shall not be lifted during class for eating, drinking, chewing, or spitting any substance.

Social (physical) Distancing when attending all meetings, during class and movement throughout the building. Remain at least 6 feet apart at all times unless in full PPE for a particular lab. Participants shall remain in assigned seating during class. Participants shall **not congregate** in hallways or restrooms during breaks. There are multiple bathrooms for public use and physical distancing must be maintained at all times. Seating in the cafeteria has been adjusted to promote social distance measures. Elevators are restricted to four passengers per elevator.

CDC hand hygiene guidelines: All shall wash their hands with soap and water for at least 20 seconds prior to class/lab and use alcohol-based hand sanitizers appropriately during class. EMS personnel: See COVID-19 Playbook.

Health Screening: All participants will be asked health screening questions before each class relative to possible exposure, travel¹, and clinical S&S. All will be screened for a fever using a non-contact thermometer and monitored for new onset S&S throughout the class. See screening tool.

No student is to report to class if they have had an unprotected exposure to a person with known or suspected COVID-19 or influenza within the last two weeks, out of state travel, and/or if they have any S&S of illness (see screening tool). Instructions will be provided by the faculty member.

Complete explanation of Participant Responsibilities

Participants shall fully comply with the following as they pertain to a specific class /lab activity:

Promote behaviors that reduce the spread of disease

Donning, doffing and disposal guidelines for all PPE ensembles that are used in class or lab (and to perform job responsibilities in all clinical experiences). EMS personnel: See COVID-19 Playbook. EMS students will be provided with all required PPE except disposable gloves by the education program.

Paramedic students shall be **fit tested** for an N95 respirator by the EMS education program. They shall only wear appropriately sized respirators when aerosol generating procedures are in process. They will be provided with an appropriate N95 mask prior to each clinical experience in the ED. See NCH Student/Instructor Guidelines for Clinical Practicums at NCH and the EMS COVID-19 Playbook.

Use **gowns and eye protection** according to product labeling and local, state, and federal requirements. EMS personnel: See COVID-19 Playbook.

SARS CoV-2 vaccination: All students/faculty/support staff shall consent to receiving a COVID-19 vaccination as soon as one becomes safely available per NCH guidelines unless medically contraindicated.

Maintain healthy environments

Participants shall clean and disinfect their personal classroom space, shared spaces, lab manikins, and equipment at the end of class using EPA registered cleaners and disinfectants provided by the program/host agency and according to manufacturer's recommendations.

Lunch breaks: Participants shall remain in their assigned seats and maintain physical distancing, eat in the hospital cafeteria, or leave the facility during lunch breaks. All food items must be fully cleaned up by the end of the lunch break or food privileges in the classroom will be suspended for all after the first occurrence of noncompliance.

Maintain healthy and quality operations

Whenever possible, adhere to paperless practices to collect, document, download and submit student/participant information, class materials, assignments, lab documents, hospital and field experience evaluation forms, class attendance rosters, credit questions, etc. in an electronic format per program instructions

Comply with computer hardware, software and internet connectivity requirements (see below) for assigned on-line learning

Virtual classes: If classes are offered during a **live synchronous (concurrent) virtual feed**, students are expected to attend the full class during that time following the guidelines for video engagement.

On-line classroom assignments/exams: All are distributed and submitted electronically so no paperwork is brought into the facility or given to a faculty or support staff member to touch. Special instructions for on-line CPR/ACLS/PALS completion certificates and hospital clinical and field internship paperwork will be distributed separately.

In class quizzes and exams must be taken concurrently at the time offered. Separate instructions will be given by the class lead instructor.

If a student/participant gets sick or becomes a PUI during class

Inform the Lead Instructor immediately if you become ill during class and leave the facility immediately. Academic classwork will either be available for distance or blended learning through a virtual feed, class, recording, or via handout/slide deck self-learning packet. Labs must be made up when the participant may safely return to class.

Occupational Health/Employee Health Services (OEHS): With proper PPE maintained, transmission risk is low. OEHS will screen and track students exposed to COVID-19 while at NCH. OEHS will determine if a student requires testing post-exposure. Any follow up care or medical treatment will be the responsibility of the student. OEHS will determine when students are allowed back on campus at NCH following exposure to COVID-19.

All agree to SARS-CoV-2 viral testing as instructed.

¹ **Travel:** If a student is traveling across state lines as a part of vacation destination (outside of their regular routine), they must notify the Lead Instructor prior to their departure. The LI will provide guidance based on the latest CDC, IDPH and NCH guidelines regarding screenings that should be completed upon their return to class. This applies to all out of state travel by car, public transportation, and air. For domestic travel, the asymptomatic student may be returned to class if they meet criteria, however, faculty will be asked to formally monitor the student's symptoms for 14 days using the program screening form to save in their student file. For international travel, their primary care practitioner/Program Medical Director, IDPH, and NCH will determine when the student can come back to class and what type of screening will be required based on the destination.

Electronic device and internet requirements for ZOOM classes:

- Agencies/individuals must have a reliable laptop or desktop computer with camera and speaker capabilities (do not use a cell phone unless needed for camera as a secondary device) and a reliable high speed internet connection that will allow them to log in to a Zoom meeting. They should familiarize themselves with where all the tools are located and access codes for joining the class. Know which search engines work best for full access for your device and internet plan. Have a working hot spot or Wi-Fi that can be accessed as a backup plan. Computer must be fully charged or plugged in for continuous power throughout the class.
- Faculty presenting the virtual class must clearly see each room space and participant on a video feed throughout the class to ensure engagement and pick up on visual learning cues.
- The participant's video window must not be minimized or blacked out, and must be in the forefront at all times
- Participants must be able to type into the chat feature or answer polling questions during the live classes and complete those queries in the student handout if watching the recorded event.
- Participants must have a microphone that will allow them to be unmuted and to ask and answer questions or participate in class discussions.

References

CDC and IPDH Guidelines- see websites for most current documents

The Bob Pike Group (July 09, 2020). 10 tips for bringing training back into the classroom. Accessed on line:

https://www.bobpikegroup.com/trainer-blog/10-tips-for-bringing-training-back-into-the-classroom?utm_campaign=Newsletter%20-%20General&utm_medium=email&_hsmi=91386553&_hsenc=p2ANqtz-9IxW0hHVG8TU1Pr-hkixQo0NF3_y08q_DCBrmA1FUZDfDJe5QEEeEa4rRW8isijfn285KystyDEtiRAevnRugDdwA&utm_content=91369418&utm_source=hs_email

CJM: 8/6/20