

PLAN FOR PHASED RETURN TO COLLEGE OF ALLIED HEALTH ON-SITE INSTRUCTION

Adopted August 7, 2020

Last updated September 14, 2020

OU President Harroz has stated that it is the University's intent to return to in-person classes by Fall 2020 for all campuses. To that end, the College of Allied Health is phasing in on-site instruction on both the OUHSC OKC and OU-Tulsa campuses, as appropriate for the location, program, and student population involved. All academic instruction is subject to and must comply with the HSC COVID-19 Return Plan, updated September 11, 2020, and also must comply with the Phased Return to OUHSC On-Site Instruction Plan. Please refer to these two plans for details not included in this College plan. This plan for phased return to on-site instruction is designed to provide an efficient, safe experience for all students, faculty and staff of the College. As the nature of COVID-19 remains dynamic, the College will regularly evaluate the College COVID-19 Return Plan and implement new or revised requirements for return when indicated.

Wearing Masks. All faculty, staff and students will be required to wear masks while on the OUHSC campuses in both OKC and Tulsa. Faculty, staff and students may remove their mask while alone in their office, or in a common work space (such as a research lab) if social distancing is maintained. Visitors will wear masks.

Social Distancing. In order to maintain the required 6 feet of distance between individuals, a number of procedures are being adopted in the College of Allied Health on both the OKC and Tulsa campuses. Signs are placed throughout the Allied Health spaces to assist in following these procedures.

1. **Entry and Exit from the Building.** Entry into the Allied Health Building in OKC will continue to require the use of the employee or student ID card. All faculty, staff and students will enter the building thru the Southeast door (red door facing east) only. All faculty, staff and students will exit the building thru the Southwest doors (glass doors facing west). The only exception to this is that faculty, staff and students can exit the building after 6PM from either the Southeast or Southwest doors. A similar strategy will be implemented on the Tulsa campus and signage will be installed to direct faculty, staff, and students into the Schusterman Academic Center (SAC) building (location of all labs) and in the Learning Center.
2. **Use of Stairs.** In OKC, stairs are designated as either "UP" or "DOWN", and all faculty, staff and students will follow the required use of stairs as designated. The Southeast stairs (those as you enter the building) are "UP" stairs only. The Southwest stairs (those across from the Office of Academic and Student Services on the first floor and across from the Department of MIRS on the third floor) are "DOWN" stairs only. The Northwest stairs (those that are across from the Tolbert Center on the first floor and near the Department of Rehabilitation Sciences on the third floor) are "UP" stairs only. The stairs in the Northeast part of building (second floor access only, leads down to one-way door next to iLEAP playground) are "DOWN" stairs only. A similar strategy will be implemented on the Tulsa campus and signage will be installed to direct faculty, staff, and students in which stairs to use.
3. **Entry into and Exit from Classrooms.** If the classroom has more than one door (almost all of them do), entry will be into the door where the card reader is, and exit will be from the door that does not have the card reader. The same strategy will be used in Tulsa.

4. **Seating in Classrooms.** Classroom and meeting room capacity has been determined, and those chairs that cannot be used are either stacked in the room or have been removed. **Do not move the chairs that are in the rooms.** Do not use a chair that has been stacked and taken out of service.
5. **Scheduling Classroom Attendance Alternating with Zoom Virtual Instruction.** In order to maintain a small enough number of students in classrooms to follow social distancing, instructors may be required to separate the class into two or more groups, and may require that students attend classes in the classroom or via Zoom on different days/weeks. Instructors will let students know how specific courses will be managed by placing detailed instructions in the syllabus. Students will be required to locate the course syllabus on d2l and read these instructions carefully **before classes begin.**
6. **Teaching Labs.** Some labs require physical interaction between students. To manage this, each student will be assigned a peer for the semester. Each student will wear a mask and wash hands at each break. Each pair will be 6 feet apart from other pairs. Instructors will wash hands between interactions between pairs if demonstrating around the lab with several student pairs. Instructors will give specific instructions to students in the course syllabus, which will vary depending on the requirements of the lab.
7. **Use of Water Fountains.** It is the campus policy of both the OKC and Tulsa campuses that the use of water fountains in buildings be discouraged. To meet this requirement, all water fountains will have signage displayed discouraging use of the water fountain.
8. **Use of Elevators.** Elevators are currently restricted to only 4 occupants at a time. When someone in a wheelchair is using the elevator, restrict to only 3 occupants.
9. **Use of Bathrooms.** The allowed occupancy of the bathrooms is posted on the bathroom door. When entering the bathroom, check the occupancy and go back outside the bathroom and wait for someone to leave if the occupancy is met. Be mindful of which stall, urinal or sink you use to maintain social distancing. Faculty are encouraged to “stagger” bathroom breaks for students during class time to alleviate overcrowding of bathrooms. The single occupancy bathrooms on the first and second floor of the building in OKC are available for students to use.
10. **Eating in the Building.** Eating in the Allied Health Building in OKC and on the OU-Tulsa campus is allowed, as long as people do not congregate and break the social distancing guidelines. Students may remove their mask while eating, of course. One recommendation is that, when appropriate, students eat (or drink) at their desk in the classroom, which ensures social distancing.
11. **Use of Common Areas.** Social distancing must be maintained in common seating areas, such as the atrium, mezzanine, student lounge, Jenielle Greenlee Commons (OKC campus), Innovation Commons and Founder’s Hall (Tulsa campus), and couches in the hallways. Chairs and couches will be marked where seating is not allowed. Only sit where it is not prohibited. Do not tamper with any signs on the furniture.

12. **Use of Refrigerators and Microwaves in Student Lounge/Nutrition Bars.** Refrigerators and microwaves may be used in the student lounge and nutrition bars, as long as social distancing is observed. Form a line as needed with appropriate spacing to use the microwaves. Also form a line as needed with appropriate spacing to place food or remove food from the refrigerator.
13. **Faculty/Staff/Student Meetings.** Faculty, staff, and students are encouraged to meet virtually via zoom when possible.

Cleaning of Student Desks/Chairs and Classroom Podiums. At the beginning of each class where a new group of students has entered, the faculty will be responsible to wipe down the podium area (keyboard, mouse, podium, etc), using the wipes and disinfectant stored under the podium. Do not squirt disinfectant directly on the keyboard, mouse or screen. Rather squirt the disinfectant into the wipes and wipe down the area. Faculty teaching that class are also responsible for wiping down the desk tops, using the wipes and disinfectant bottle provided under the podium. This must be done before students are allowed to sit at the desk. Faculty may ask for a student volunteer to assist in disinfecting the student desks/chairs. Faculty may also find that the start of class will be delayed for a few minutes until the disinfecting process is complete, and should plan accordingly.

Cleaning of the Building. The University will provide increased cleaning and sanitizing of frequently used facilities and common areas on both the OKC and Tulsa campuses, including elevators, restrooms, classrooms/lecture halls, and other high-traffic spaces with the use of BPA-approved cleaners that meet CDC guidelines for disinfecting COVID-19.

We currently have day and night staff wiping down all high touch surfaces (door knobs, handles, light switches, etc.). The night staff is wiping down all counters, tables and high touch surfaces on areas that are currently in use, including classrooms, clinics, elevators and restrooms. The day staff comes in 3-4 times a day and does all high touch surfaces throughout the building. We have the electrostatic spraying done once a week on Tuesday nights to focus on classrooms, clinics, restrooms, elevators, and common seating areas.

The custodians will not be disinfecting the labs and classrooms during the day unless there is a possible positive case and in this case the Return Plan will be followed to respond to positive cases. Any additional disinfecting in the labs or classrooms between classes will be up to the faculty and departments. Since cleaning staff will not disinfect a room or area that is occupied, we ask that faculty, staff, and students leave the building by 8PM to allow for proper cleaning. We also discourage use of the building on Sunday evenings to allow for proper cleaning.

Kindness and Patience. This is a distressing time for everyone; faculty, staff and students. No one is happy with the situation that we find ourselves in. Please remember that when dealing with others who are also distressed. Be patient with others and show kindness to others.

Summary of University Policies that Will Continue to Be Followed (See Plan for Details)

Telecommuting. The OUHSC and OU-Tulsa encourages telecommuting for faculty and staff where possible until further notice.

Screening. All faculty, staff, and students are required to complete and submit the COVID-19 Screening and Reporting Tool when the campus criteria for screening are met.

Gatherings (not classes). Gatherings of more than 10 people indoors, including meetings, must be avoided unless the gathering is determined by the appropriate vice president to be necessary for a mission-critical function and additional precautionary measures will be taken, including at a minimum, those described in Section III of the OUHSC Return Plan describing Social Distancing. Since serving food and drink impacts wearing masks, it is recommended that if food/drink is made available, it be individually packaged and made available as people leave the gathering.