The College of Allied Health is phasing in on-site instruction on both the OUHSC Oklahoma City (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 (https://www.ouhsc.edu/coronavirus), effective May 1, 2020, as revised, and also must comply with the Phased Return to OUHSC On-Site Instruction Plan (https://www.ouhsc.edu/coronavirus/Faculty-Staff). 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, safer experience for all students, faculty, and staff of the College. As the nature of COVID-19 remains dynamic, the College will regularly evaluate its Return to On-Site Instruction Plan and implement new or revised requirements when indicated.

A. Wearing Masks. All faculty, staff, and students are required to wear masks while on the Health Sciences Center (HSC) and OU-Tulsa campuses. Faculty, staff, and students may remove their mask while alone in their enclosed office. For purposes of this policy, a cubicle is not considered “enclosed.” An office is considered “enclosed” if the door is closed or only slightly ajar. Visitors must wear masks. Masks with exhalation valves are not permitted unless a surgical style mask is worn over. In addition, scarves, bandanas, gaiters, buffs, and the like are not permitted as masks.

NOTE: If an employee or student indicates compliance is not possible due to medical reasons, the individual should be referred to the appropriate University office to request accommodations on the basis of disability (Human Resources for employees; Accessibility & Disability Resource Center for students).

B. 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 their employee or student ID card. All faculty, staff, and students will enter the building through the southeast door (red door facing east) only. All faculty, staff, and students will exit the building through the southwest doors (glass doors facing west). The only exception to this is that faculty, staff, and students can exit the building after 6 PM 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 designations. 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

---

1 The John W. Keys Speech and Language Center has a separate Return to Service Plan. Please refer to it for policies that apply to students and employees in that area.

2 In case of emergency, all entrances and stairwells may be used to exit spaces and the building.
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 allow for 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 student 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 that are not touch-free is discouraged. To meet this requirement, all water fountains will have signage displayed discouraging use of water fountains that are not touch-free.

8. **Use of Elevators.** Elevators are currently restricted to only 4 occupants at a time. When someone in a wheelchair is using the elevator, consideration should be given to limiting occupancy to only 3 occupants.³

9. **Use of Restrooms.** The allowed occupancy of the restrooms is posted on the restroom door. 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

---
³ Reasonable exceptions include patient transport and freight elevators, patients using an elevator with their household members or caregivers, and emergency personnel. For smaller elevators, a smaller number of occupants may be preferred. On occasion, it may be appropriate for additional passengers to ride, in order to avoid groups forming while waiting on elevators.
The single occupancy bathrooms on the first and second floor of the building in OKC are available for students to use.

10. **Eating and Drinking in the Building & Classrooms.** Eating and drinking 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 and drinking but must maintain social distancing. Students should refer to the course syllabus to determine whether eating and drinking in class are permitted.

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. Effort will be made to mark chairs and couches where seating is not allowed, but employees and students are expected to maintain social distancing, even in areas without signage and may 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 and masks are worn. Appropriate distancing is required to use the microwaves and the refrigerator. Individuals may prepare food in common areas, only one person at a time and must clean the area after their use.

13. **Faculty/Staff/Student Meetings.** Faculty, staff, and students are encouraged to hold meetings (excluding classes) virtually via zoom when possible. In-person meetings of more than 10 people are not permitted unless determined to be mission critical by the Dean of the College.

C. **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 spray disinfectant directly on the keyboard, mouse, or screen. Rather spray 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.

D. **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.

The College currently has 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. The College has electrostatic spraying done once a week on Tuesday nights to focus on classrooms, clinics, restrooms, elevators, and common seating areas.
The building custodians do not disinfect the labs and classrooms during the day unless there is a possible positive case, in which case the OUHSC COVID-19 Return Plan will be followed. Any additional disinfecting in the labs or classrooms between classes will be up to the faculty and departments to arrange. 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.

E. Kindness and Patience. This is a distressing, stressful time for everyone - faculty, staff, and students. No one is happy with the situation that we find ourselves in. Please remember this when working with others – they are also likely distressed. Be patient with others and show kindness.

Summary of University Policies that Will Continue to Be Followed
(See OUHSC COVID-19 Return Plan for Details)

Telecommuting. The OUHSC and OU-Tulsa campuses encourage telecommuting for faculty and staff where possible until further notice (https://hr.ou.edu/News/Coronavirus-COVID-19-Information#80991585-telecommuting).

Screening. All faculty, staff, and students are required to complete and submit the online COVID-19 Screening and Reporting Tool (https://www.ouhsc.edu/coronavirus) when the campus criteria for screening are met, including returning to campus following an absence of 7 or more consecutive calendar days.