

**Marshall University
School of Physical Therapy**

COVID-19 Safety Policy and Procedures

The SOPT endeavors to follow the guidelines provided by the Centers for Disease Control (CDC), the West Virginia Department of Health and Human Resources (DHHR), Marshall University, the Commission on Accreditation in Physical Therapy Education (CAPTE), and the American Council of Academic Physical Therapy (ACAPT) to ensure the safety of students, faculty, staff, standardized patients, and other stakeholders. The SOPT Safety Plan was approved by the Dean of the College of Health Professions, the Marshall University Environmental Health and Safety office, and the Provost of the University. It should be noted that the COHP and the SOPT communicated with counterparts at West Virginia University (WVU) on timing for the return to face-to-face instruction as part of an overall state-level return to health professions education.

The policies and procedures outlined herein are intended to minimize the risks associated with face-to-face laboratory and simulation instruction and to attempt to keep DPT students on track to graduate. These policies and procedures were developed through review and adaptation of State, National, and University guidelines to fit the unique needs of the SOPT. The following four (4) items represent the foundation on which this overall document is based:

#1 Shared Responsibility: Students, faculty, and staff are all responsible for ensuring that policies and procedures are followed and that we protect everyone involved in the SOPT.

#2 Symptom Identification and Quarantine

A key component of this plan is for everyone to self-monitor for signs and symptoms of COVID-19. To that end, students will undergo daily screening to report signs of COVID-19 as early as possible and to quarantine immediately to avoid the spread of the virus. Those with symptoms are to seek appropriate medical testing as prescribed by state and local health authorities and your personal physician before returning to campus.

#3. Limiting Exposure, Contacts, and Cross-Contamination

Students have been divided into two groups (A and B). All labs will be conducted in all courses with the same student groups to avoid cross-contamination. Each student will have a designated lab partner, and students will only come in close contact (< 6') with their assigned lab partner. All lab pairs will maintain social distancing among all pairs.

#4. Personal Protective Equipment and Hygiene

All members of the SOPT will wear personal protection equipment (PPE). All personnel must follow meticulous hand washing and clean their lab stations before and after use. See details related to SOPT labs, MEB Gross Anatomy lab.

General Procedures

1. All lectures and “written” examinations (e.g., ExamSoft quizzes and examinations) will continue to be provided via online delivery.
2. Students will only have access to the SOPT building for laboratory instruction, skills checks, and supervised practice sessions. Students will only have access to the SOPT building from 8 AM – 5 PM or as approved by faculty for evening labs. See MEB-gross anatomy specific procedures in item #20.
3. Students **MUST** wear a mask at all times when in the building. The SOPT will provide Hospital-grade PPE (masks, gowns, gloves, etc.). The SOPT is also committed to providing PPE for all students on clinical rotation if the clinical site does not offer it.
4. During SOPT labs, one student will be designated as the “therapist,” and will wear full PPE (mask, gown, gloves), the other student will be designated as the “patient” and must wear a mask but will be appropriately exposed to allow for the “therapist” to perform the necessary clinical skills. Faculty will wear masks/gloves at all times and will don a gown if they are providing demonstration or lab instruction that requires close physical contact.
5. Faculty may be in their office without a mask, if alone. If someone enters the office, all individuals must wear a mask. Faculty offices will be limited to one student at a time.
6. Everyone (students, faculty, staff, guests, standardized patients, human subjects, etc.) must maintain social distancing except when actively engaged in required hands-on clinical skills. The classroom (labs) tables have been marked to ensure 6’ separation between active lab tables. Do **NOT** use any table that has been designated with an (X) in blue tape. Always clean your lab table before and after each use.
7. Students will undergo daily screening at either the MEB or the SOPT building. The screening will include the completion of the approved Daily Screening Questionnaire (DSQ) and undergoing a thermal temperature scan for signs of fever. Please see the attached “DSQ” If a student was screened at the MEB by SOPT personnel in the AM, they do **NOT** have to be screened at the SOPT in the afternoon. At the SOPT, screenings will occur in the foyer before entering the SOPT. See item #20 for MEB-gross anatomy specific instructions. The screenings will occur before the first lab session of the day. If the first lab session is scheduled at 6 PM, the screening will occur at 5:45 PM.
8. Students need to plan according to ensure that they are screened and ready for class on time. Allowing ample time is particularly important at the Veterans Affairs (VA), where parking and VA screening is out of our control. See item #20.
9. A double screening will occur at the VA. All personnel must enter the main VA entrance. You will be asked five screening questions and receive a sticker that is placed on your student ID. You will then be screened a second time by the SOPT faculty or Graduate Teaching Assistant before entering the gross anatomy laboratory. Masks, lab coats, and gloves are to worn at all times in the gross lab. See item #20 for details.
10. Students must sanitize their hands before entering the building and again before donning gloves. Hand washing must be performed immediately upon doffing gloves/PPE. Everyone is to wash/sanitize their hands before leaving the laboratory (e.g., bathroom breaks, lunch, leaving for the day).
11. There will be **NO** food or drinks allowed in the laboratory.
12. Students should plan to put all extraneous items in their assigned lockers rather than leaving them in the lab. Multiple cohorts will be using the labs, and there is to be nothing

left in the labs after class. Gowns and masks will be carefully stored and reused. Gloves will be thrown away after each lab. Gowns are to be stored in labeled plastic Ziploc bags that will be provided and stored in the student's locker. Masks are to be stored in issued paper bags to allow them to dry.

13. Students may take their masks out of the building, but it should be stored in a paper bag and not used for purposes outside of the SOPT. Example: Do not use your SOPT mask when shopping. A second mask provided by the student should be used in the community. Students should consider placing the mask in the sun to provide UV disinfection. Masks should not be microwaved to avoid fire-hazard and food contamination.
14. The seminar rooms, locker rooms, student lounge, and research lab will have maximal occupancy signs placed on the doors based on square footage to avoid excessive crowding and to ensure social distancing. There are to be no more than 22 students (50% capacity) and three faculty members in a classroom at any given time.
15. Students should NOT bring any guests to the SOPT.
16. While the SOPT is unable to monitor students outside of the classroom or building, students are encouraged to use safe practices when in public. It is advisable to avoid traveling outside of the Tri-state region, especially to regional hot spots.
17. If a student believes that they may have been exposed to COVID-19 or they have any signs or symptoms, they are to immediately self-quarantine and call the Chairperson (Dr. Davis) at 304-696-5614 (W) or 304-677-9400 (cell).
18. Contact tracing will be used to notify students, faculty, and staff who have been exposed to COVID-19 positive individuals or those with active symptoms.
19. Follow the instructions on all signage posted at the SOPT.
20. All students will be permitted in the gross lab ONLY during designated lab group times, (i.e., group A or group B). Lab times and the sequence for attendance are listed in the syllabus and will be managed by Dr. O'Keefe at the SOPT faculty. The procedure is as follows: 1) arrive at the MEB NO LATER than 15 minutes before your lab is to begin (7:45 AM or 9:45 AM). Enter through the VA Hospital's main entrance and complete the VA screening. 2) Once VA screening is completed, proceed to the third floor of the MEB via the front stairway or elevator ONLY. Line up at the entrance to the laboratory, observing 6-foot social distancing at all times. Have your PPE on, except for gloves. A faculty member or a graduate teaching assistant will screen you before entering the lab. 3) Enter the lab and perform the day's activity, observing social distancing with your lab partner. 4) Leave the lab PROMPTLY at the end of your 2-hour instruction block. Leave the lab through the main door, and exit down the back stairway, and out the MEB front door. Faculty and GAs will be there to assist you. 5) The lab will be open for independent study every weekday from 6-8 PM. ONLY the lab group who is assigned for that day will be allowed in the lab at this time, and social distancing must be observed. A schedule for this will be posted. 6) While you will only work with your lab partner (2 students at a time), there will be four students assigned to each cadaver. 7) Expect further detailed instructions once we are in the lab.

Contingency Plan: If there is an outbreak of cases within the SOPT, Marshall University, or the Huntington Tri-state area, it might necessitate a return to distance only education. If that were to occur, it might result in disrupting academic progression and graduation. It is imperative that we all work to ensure safety and hopefully prevent any SOPT COVID-19 infections.

I acknowledge that I have read the above document, underwent a mandatory online training session on Wednesday, June 8, 2020, and I have had the opportunity to ask and receive answers to my questions.

Student Signature

Date

1. Center for Disease Control and Prevention <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html> Accessed May 28, 2020
2. Marshall University Return-to-Workplace Guide. https://www.marshall.edu/wellness/files/Return-to-Workplace-Guide_COVID_19_May-15-2020.pdf Accessed May 28, 2020
3. West Virginia Health Human Resources COVID-19 Recommended Daily Health Screening. <https://dhr.wv.gov/COVID-19/Documents/Coronavirus-Guidance-Health-Screening-Questions.pdf> Accessed May 28, 2020
4. Centers for Disease Control and Prevention. <https://www.cdc.gov/quarantine/air/reporting-deaths-illness/definitions-symptoms-reportable-illnesses.html> Accessed May 20, 2020.
5. Guidance on Participation in Clinical Education Experiences in Physical Therapy Education. https://acapt.org/docs/default-source/public-docs/guidance-on-participaton-in-ce-experiences_final2_jh.pdf?sfvrsn=d2df8cd8_2 Accessed May 28, 2020

Approved: June 6, 2020

School of Physical Therapy COVID-19 Daily Screening Questionnaire^{1,2,3}

To prevent the spread of COVID-19 and reduce the potential risk of exposure to students, faculty, and staff, we are conducting a simple daily screening questionnaire based on CDC guidelines. Your participation is essential to help us protect you and everyone in the SOPT.

Student: _____ Date: _____

In the last week, have you had any of the following signs or symptoms?

Screening Questions	Yes	No
1. Fever or Chills*		
2. Cough*		
3. Shortness of Breath or difficulty breathing*		
4. Loss of taste or smell*		
5. Sore throat*		
6. Unexplained fatigue*		
7. Muscle or body ache (unrelated to exercise)		
8. Headache		
9. Nasal Congestion or runny nose		
10. Nausea or vomiting		
11. Diarrhea		
12. Travel outside the Tri-State area in the last five days		

“Yes”, to any of the (*) items will result in restricted access to the SOPT or the MEB Gross Lab. Yes, to other items will result in further investigation based on the overall cluster of signs and symptoms.

Temperature \geq 100.4 F (38 C)^{4*} _____

I attest that the above information is truthful and accurate. I also pledge to follow all SOPT policies and procedures to minimize the risk of COVID-19 transmission.

Student Signature _____

Date: _____

1. Center for Disease Control and Prevention <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
Accessed May 28, 2020

2. Marshall University Return-to-Workplace Guide. https://www.marshall.edu/wellness/files/Return-to-Workplace-Guide_COVID_19_May-15-2020.pdf Accessed May 28, 2020

3. West Virginia Health Human Resources COVID-19 Recommended Daily Health Screening. <https://dhhr.wv.gov/COVID-19/Documents/Coronavirus-Guidance-Health-Screening-Questions.pdf> Accessed May 28, 2020

4. Centers for Disease Control and Prevention. <https://www.cdc.gov/quarantine/air/reporting-deaths-illness/definitions-symptoms-reportable-illnesses.html> Accessed May 20, 2020.