

COVID-19 RETURN TO CAMPUS PROTOCOLS

Protocols

At Hodges University, it is our priority to keep our students and their families healthy, especially in the midst of the COVID-19 pandemic. As such, we will abide by governmental guidelines when possible as we strive to balance public health concerns with the needs of our organization. This document details how we plan to reopen our organization and still keep all of our students safe to every extent possible. This plan, which pulls from Centers for Disease Control and Prevention (CDC) and Occupational Safety and Health Administration (OSHA) guidance, highlights the responsibilities of managers and students, and outlines the steps we are taking to address COVID-19.

While we will implement various protocols to ensure your safety, it's up to all of us, faculty, staff and students to execute these protocols daily. By releasing this return to campus protocol, we hope to clearly communicate our plans moving forward, highlight campus protocols in place to protect your safety and establish a level of comfort for all of our students as we ask you to return to campus.

We understand that every student's situation is different and encourage those with specific risks or concerns to reach out to their instructor or student advisor to discuss alternate arrangements, should they be necessary.

Protocols to Follow When Returning to Campus

Hodges University has implemented various protocols designed to preserve the health and safety of our students as they return to campus. This section further explains these protocols. For additional information, please reach out to your instructor or student advisor.

Keeping students safe is our priority. To accomplish this task, we have created various procedures for screening students who return to campus, dealing with exposure to COVID-19 and responding to a confirmed case of COVID-19, reporting transparency, keeping social distancing, and student and employees health and safety protocols.

Student Screening Protocols

In order to comply with CDC recommendations Hodges University will measure students' body temperatures before allowing them to enter the campus. Any student screening will be implemented on a nondiscriminatory basis, and all information gleaned should be treated as confidential medical information—specifically, the identity of students exhibiting a fever or other COVID-19 symptoms should only be shared with members of the administration with a true need to know.

All individuals reporting to the University campus will be screened for symptoms of COVID-19 and have their body temperature taken as a precautionary measure to reduce the spread of COVID-19.

Every person will be expected to have read the posted screening questions, which have also been sent to all staff and students, attesting that they do not have any symptoms or are at high risk for being exposed to COVID-19. All will have their temperature taken before being permitted to enter the University premises. Individuals should report to the designated site for screening prior to entering any other areas of Hodges University property. Anyone with a temperature in excess of 100.4 degrees will be prohibited from coming onto campus.

The University will designate a specific person(s) to perform the COVID-19 screening. Personal Protective Equipment (PPE) will be provided to this person to protect against exposure. Confidentiality will be protected during the screening process.

Student Health and Safety Protocols

The success of our return to campus protocol relies on how well our students and staff follow social distancing and health and safety protocols. In general, the more closely you interact with others and the longer that interaction, the higher the risk of COVID-19 spread.

As such, the following protocols have been implemented to ensure your health and safety. Please bring any concerns regarding the following protocols to your student advisor immediately.

Social Distancing Protocol

Students must follow appropriate social distancing practices while at the University's facilities, including but not limited to classrooms, and common areas. Specifically, students are asked to:

- Use face coverings or masks on campus at all times, to prevent common area surface contamination from droplets.
- Keep these items on hand when returning to campus: a mask, tissues, and hand sanitizer with at least 60% alcohol, if possible.
- Stay 6 feet away from others when possible. Where this distance cannot be maintained, engineering or administrative controls will be in place.
- Avoid tasks that require face-to-face work with others when possible.
- Avoid physical contact with others whenever possible (e.g., handshakes).
- Avoid touching surfaces that may have been touched by others when possible.
- Distance yourself from anyone who appears to be sick.
- Avoid gathering when entering and exiting the facility. Students should also only enter and exit designated areas.
- Follow any posted signage regarding COVID-19 social distancing practices.
- Disinfect your classroom space often.
- Avoid touching your face.
- Avoid nonessential gatherings.
- Avoid using common areas.

Instructors are responsible for ensuring their classroom spaces are compliant with social distancing and ensuring that social distancing protocol is maintained.

General Student Health and Hygiene

Practicing good hygiene is essential to prevent the spread of COVID-19. Do your part by practicing good hygiene on campus and at home.

- Regularly wash your hands for at least 20 seconds throughout the day after you have been in a public place and touched an item or surface that may be frequently touched by other people, such as door handles, tables, gas pumps, shopping carts, or electronic cashier registers/screens, etc. Before touching your eyes, nose or mouth because that's how germs enter our bodies.
- Cover coughs and sneezes.
- Avoid touching your eyes, nose and mouth.

To help students remain healthy, the University has hand sanitizer and disinfecting wipes available throughout the buildings. We have limited amounts of these supplies and will continue to restock as we are able. It is suggested that students wash their hands more frequently than normal.

In addition, students are required to wear face coverings at all times and keep a physical distancing of 6 feet or more. Students will provide their own face coverings in accordance with CDC guidelines. It is required that students wear face coverings when entering and exiting the building and when using common areas such as hallways, elevators, stairwells, bathrooms, breakrooms, and the lobby.

Finally, students who are feeling sick, experiencing COVID-19 symptoms, tested positive for COVID-19, or have had unprotected exposure (i.e. without adequate personal protective equipment) to someone with COVID-19 must follow CDC guidance to self-isolate or stay home. Students who have severe symptoms such as trouble breathing, persistent pain or pressure in the chest, new confusion, inability to wake or stay awake, bluish lips or face should immediately seek medical attention and follow the guidance of a health care provider. Students who are feeling ill, have been diagnosed with or are aware they've been directly exposed to COVID-19 should notify their instructor, who will explain how to complete the course and notify the University's Senior Vice President of Academic Affairs (or designee) who will reach out to the student with instructions on how to safely return to campus.

COVID-19 Confirmed Illness Protocol

All students must inform the university if they have tested positive for COVID-19 or if they learn of a positive case of COVID-19 at the university. This will allow the university to provide the resources and support people need, and also determine if others were exposed and may be at risk.

It is the role of the Florida Department of Health to oversee and carry out contact tracing. A student may be informed of a positive case of COVID-19 by a local health department and/or depending on the circumstances, the university may notify impacted students if there is a confirmed case on campus.

Students who have had close contact with a person diagnosed with COVID-19 will be instructed to stay home, contact their health care provider, self-monitor for symptoms, and follow CDC guidance if symptoms develop.