

Fortis College- Norfolk Reopening Plan

2020-2021 Academic School Year

July 1, 2020

This document outlines the reopening plan for Fortis College in Norfolk, Virginia for the 2020-21 academic year. This plan has been developed following the guidance to Virginia institutions of higher education from the Governor of Virginia. This plan includes the measures relating to COVID-19 that our campuses will take for promoting and fostering the health and safety of students, faculty, staff, and our surrounding communities.

## **Repopulation of the Campus**

### **COVID-19 Campus Team**

The first step is to put together the team to build and facilitate the plan to repopulate the campus. Fortis College in Norfolk has created a team that consists of the Campus President, Dean of Education, Director of Career Services, Director of Finance, Director of Admissions and the Dean of Nursing. This team will be responsible for creating this plan, scheduling classes through the different stages of reopening, maintaining screening information, ordering PPE supplies, placement of all COVID regulation signs and fliers, distribution and collection of all student and staff certifications concerning re-entry to the campus, and will be the points of contact for any concerns due to COVID-19.

### **Virginia Health Department Contact Information**

The Virginia Health Department (VDH) contact information will be readily available. The VDH hotline number is 877-275-8343. Information is posted throughout the campus about the COVIDCHECK site to check for symptoms of the virus. If a member of the staff, faculty, or student body believes they have symptoms, a list of testing sites will be distributed. Norfolk testing sites include: CVS Pharmacy Testing site- Military Highway, 471 N. Military Hwy, Norfolk, VA 23502 757-459-2503; Walmart Neighborhood Market- Norfolk, 3350 E Princess Anne Road, Norfolk, VA 23502, 866-448-7719; Patient First, 5486 Indian River Rd, Virginia Beach, VA 23464, 757-424-2490.

### **Return Date to Campus**

Fortis College Norfolk's initial return date to campus for normal operations is projected to be August 31, 2020. A plan has been put in place to slowly open the building in phases to go along with Virginia's reopening phases dictated in the Governor's executive orders, see **Exhibit A**. This plan is subject to change at any time that guidance from the Governor's office dictates. All students, faculty, and staff must read and sign a re-entry certification upon returning to the campus. The certification states that their return to the campus is voluntary and that they understand the regulations and procedures. Procedures have been created to screen all students, faculty, staff, and campus visitors every day. Only one entrance will be open for entry

to the building so that everyone goes through one central screening area. The notice at the door must be read by anyone coming in, see **Exhibit B**. Once inside the building, temperature will be taken and additional questions are asked to determine if the person is accepted for entry or denied entry. If denied, the person is provided the steps needed in order to be accepted into the building and a denial log is kept at the screening site.

### **COVID Training of Students**

Information about COVID-19 symptoms, prevention measures, how to wash hands, how to wear a mask and myths about COVID-19 have been posted throughout the building. Orientation has been updated to include information about COVID-19 symptoms and prevention and about how to handle situations with people they may suspect have symptoms of the virus. The orientation will also include training on all procedures on the campus such as wearing a mask at all times, wearing gloves in the labs, hand washing, social distancing and staying home if ill or if in contact with someone who may be ill.

### **Physical Distancing**

According to the CDC guidelines for institutions of higher education, the campuses will be at lowest risk for spread of the virus by engaging in virtual-only learning options, activities, and events; more risk with small in-person classes, activities, and events with individuals spaced at least 6 feet apart and not sharing objects; and at highest risk for spread when back at full sized classes, activities, and events with no spacing apart and sharing materials. Fortis College will continue to teach didactic classes through virtual modality as much as possible until the projected date of full reopening on August 31, 2020. Prior to full reopening, labs of 10 or less students will be held and students will be spaced at least 6 feet apart while working in a lab. Students and faculty will have any tools or equipment needed to complete the labs for their personal use- there will be no sharing of tools to complete labs. All students will wear masks when in class or walking in common areas on the campus and will wear gloves in labs. All classrooms will be set up to make sure that there are only chairs enough for the 10 students and that they are spread apart to create distancing of 6 feet. Any labs that have more than 10 students scheduled will be staggered to allow half of the class in a lab at a time.

All hallways have been marked to allow for flow of traffic that will keep individuals spaced apart from each other. Markings have been made to show 6 foot distances and certain hallways have been marked for one way traffic.

### **Hygiene Practices and Cleaning/Disinfecting Protocols**

Every classroom is to be disinfected following each class- room sprayed, desks and chairs wiped down, and door knobs cleaned. Cleaning services have been set up to disinfect the building every evening and to clean all frequently touched surfaces throughout.

Hand sanitizers are placed in every classroom and lab being used and are placed at the front desk area for visitors and any individuals entering the building. Hand soap is available to clean hands in every lab. Masks will be available for any student, faculty, or staff member that needs them. Cloth masks are being purchased through our uniform company and each student, faculty, and staff member will be given at least 2 masks upon return to the campus and a supply of masks will be kept on hand for anyone who may need them.

Any labs that require use of equipment or tools will require that there will be no sharing of tools at any time- everyone must have their own tools, and all equipment is sanitized each time it is used by a different person. Gloves will also be worn in the lab to help reduce the risk of spread. In the computer lab, each student will be spaced at least 6 feet from each other and the computers will be sanitized after each use. Gloves must also be worn in the computer lab.

### **Consideration of Vulnerable Individuals**

If possible, any staff or faculty 65 years or older, or with underlying health conditions, will be given the option of working from home. Faculty may be able to continue to teach online as long as the State Council of Higher Education and the Accrediting Council of Independent Colleges and Schools allow online modality to continue. Students who are vulnerable will be given the option to enroll online, meet with financial services online, and if possible, continue to attend classes virtually through zoom. Any student who is unwilling to return to a laboratory environment will not be forced to do so. Whenever possible such students will be allowed to complete their lab experience in a virtual fashion. However, some programs have mandatory in-person requirements. In these cases the skill will be made-up when opportunity provides. Any student who cannot continue due to COVID-19 related issues will not be academically harmed by the decision and will be able to continue their education once they are able.

Any student, staff, or faculty member who tests positive for the COVID-19 illness will not be able to continue to come to the campus without 2 negative tests, taken at least 24 hours apart, proving that they are no longer infected. Staff and faculty will be able to work from home if possible and students will be able to continue with their didactic training online and schedule makeup lab or clinical time missed.

### **Partnership and Communication/Information Sharing with Local Community, Health Systems and Other Stakeholders**

In accordance with applicable federal, state and local laws and regulations, Fortis College will notify local health officials, faculty, staff, and students immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA), FERPA or and other applicable laws and regulations.

In case of an outbreak of COVID-19 on the campus, the Virginia Health Department will be contacted. Students, faculty, and staff will be given contact information on where to go for testing or treatment. If the campuses need to close due to a COVID-19 outbreak on the campus, an announcement will be posted on social media and sent to all students, staff and faculty via email and the Canvas platform.

### **Face Coverings**

Face masks are to be worn by all students, faculty, and staff at all times in classrooms, all common areas of the building, and in offices with more than one individual present. Fortis College teaches the majority of the students in health care programs where there is already training on how to use face masks and use of face masks is frequent. Face masks are supplied to all students and the proper use of the face mask is instructed to students who are not familiar when they receive them. Students are also encouraged to continue to wear their face coverings when outside of the building if they are unable to social distance.

### **Large Events**

All ceremonies or gatherings of more than 50 people will be prohibited on campus until we enter phase 4 in the state of Virginia. Student award ceremonies, National Technical Honor Society events, student town hall meetings, etc. will be conducted virtually through zoom. Graduation events may be scheduled in September if we are in Phase 3 for Virginia with the stipulation that each student can only have 2 guests, everyone sits at least 6 feet apart, and the graduates maintain social distancing throughout the event.

### **Communications Strategy**

Students eligible for this plan will be sent an email informing them of the intent and general protocol of the limited return to hands-on learning. Additionally, the Program Director will send a follow-up email confirming their assigned times and asking for questions or concerns, thereby giving them an arena for communication and concern.

Students will be informed of entrance protocols and announcements via email, social media (FaceBook), Canvas, the student portal, via their Zoom classes, and in person before they enter the building.

Students will sign the certification regarding their re-entry into the school building upon their first return to the campus. Any student who is unwilling to return to a laboratory environment will not be forced to do so. Whenever possible such students will be allowed to complete their lab experience in a virtual fashion. However, some programs have mandatory in-person requirements. In these cases, the skill will be made-up when opportunity provides.

Program Directors will be in weekly contact with every student in the labs. Further, every Lab Instructor will meet with their Program Director weekly for communication and concern resolution. The Program Directors will meet weekly with the Dean of Education to communicate any updates or concerns.

Students will be informed of any pertinent announcements or policy changes via email, social media (FaceBook), Canvas, the student portal, and via their Zoom classes. Students will also be informed through flyers posted around the building, and in person before they enter the building as a reminder of policies and expectations.

The emails and electronic notifications with will be sent by the Registrar. Information given at the entry point will be communicated by the Receptionist (or whoever is covering the entry point if the Receptionist is not available). Information that is program specific will be handled by the Program Directors or by the faculty during individual classes or labs.

### **Student Orientation and Education/Training to Include Anti-Stigma Training**

The Dean of Education has created training specifically geared towards educating students about various COVID-19 topics to include what can be expected and required for building entry on a daily basis, the new guidelines and safety precautions put in place on campus, and sensitivity training in order to help to identify and reduce any stigmas that they might associate with the pandemic and others.

### **Daily Health Screening Questions**

Upon entry into the building, all students, staff, faculty and guests must pass the Health Screening. If denied, re-entry scenarios after denial are also provided depending on the circumstance.

### **Campus Level Syndromic (Disease) Surveillance**

N/A We do not engage in COVID-19 testing on campus and we do not ask for and document a student's health outside the parameters of the Health Screening Form.

## **Establishment of a Testing Strategy**

N/A We do not engage in COVID-19 testing on campus.

## **Partnership with VDH for Contact Tracing**

Fortis College will fully cooperate with, and provide all information it is permitted to provide, to assist the Virginia Department of Health (VDH) in contact tracing and assisting the important role of the VDH in slowing the spread of the disease of COVID 19s.

## **Quarantining and Isolating**

**Self-quarantine** involves remaining in your home or residence with limited public contact due to symptoms of infectious disease (cold or flu), international travel or travel to an area with a high occurrence of COVID-19.

If an individual has active cold or flu-like symptoms, including fever, cough, sneezing, vomiting, intestinal issues, or shortness of breath, they should choose to quarantine themselves until such symptoms are no longer present for a minimum of 48 hours. In this circumstance, the individual should do their best to keep six feet of distance from any others in their home environment, limit contact to as few individuals as possible (as few as 1-2), and use antibacterial disinfectant after each restroom use, especially for shared restrooms.

If an individual has recently traveled internationally or to a region with a high occurrence of COVID-19 cases, but show no symptoms of illness themselves, they should choose to quarantine themselves for no less than 14 days. In these instances, quarantine should be limited to 4 persons with the same exposure per space, per restroom.

**Mandated Quarantine** involves remaining in your home or residence with limited public contact due to confirmed exposure to COVID-19. Such mandated quarantine involves no less than 14 days of confinement in a space shared with no more than 4 persons with the same exposure.

## **Campus Outbreak Management**

### **INTRODUCTION**

Epidemic and pandemic outbreaks have the potential to cause widespread illness and even death among members of the Fortis College community. Although seasonal flu epidemics strike every year, a pandemic influenza or other pandemic disease would likely result in a crippling

effect on the Fortis College community. Historically, pandemics have included diseases such as cholera, plague, coronavirus, and various strains of influenza.

## PURPOSE

The Fortis College Pandemic and Infectious Disease Preparedness Plan provide guidance for staff, faculty, and student actions before, during, and after an epidemic or pandemic in order to minimize the effects on the College and maintain essential operations.

## DEFINITIONS (Source: U.S. Centers for Disease Control and Prevention)

Cluster: An aggregation of cases grouped in place and time that are suspected to be greater than the number expected, even though the expected number may not be known. Epidemic: An increase, often sudden, in the number of cases of a disease above what is normally expected in that population in that area. Outbreak: Same as epidemic, but the term is often used for a more limited geographic area. Pandemic: An epidemic that has spread over several countries or continents, usually affecting a large number of people.

## EFFECTS OF EPIDEMIC OR PANDEMIC

The Fortis College Pandemic and Infectious Disease Preparedness Plan assumes the following effects of an epidemic or pandemic event: Rates of absenteeism may be high due to: Illness; The need to care for ill family members; Fear of infection; Closure of schools and childcare facilities; and/or Quarantines or other mandates issued by local, state, or federal public health organizations. Epidemic or pandemic outbreaks in any given community may last for weeks or several months depending on the severity. Vaccines and antiviral medication may be in short supply, or not available at all for a particular viral strain. A pandemic influenza may cause many more deaths than a seasonal flu outbreak would. Survivors may develop severe psychological issues as they mourn the loss of friends and family. All sectors of the economy may be disrupted. Medical facilities may be overwhelmed, and medical supplies could be in short supply. Emergency response agencies may be short-staffed and/or overwhelmed by calls for service. Some components of infrastructure may not function due to absence of critical personnel. Supply chains may be disrupted, to include food and medical supply distribution.

Depending on the severity and duration of an epidemic or pandemic situation, its effects on Fortis College personnel and students, mandates from federal, state, and local agencies, one or more of the following actions could occur during an epidemic or pandemic crisis:

- Some or all classes moved online.
- Temporary or full suspension of classes.



- Cancellation of some or all classes.
- Partial closure of campuses with limited classes and activities.
- Closure of campuses to students and non-essential personnel.
- Limited operations using essential personnel only.
- Full closure of Fortis campus.

This list is not all-inclusive and may be modified as described above.

### **Partnership with Local Health Systems to Assure Care for Symptomatic Individuals as Needed**

In accordance with applicable federal, state and local laws and regulations, Fortis College will notify local health officials, faculty, staff, and students immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA), FERPA or and other applicable laws and regulations

In case of an outbreak of COVID-19 on the campus, the Virginia Health Department will be contacted. Students, faculty, and staff will be given contact information on where to go for testing or treatment. If the campuses need to close due to a COVID outbreak on the campus, an announcement will be sent to all staff, faculty and students.

### **Campus Closure Process**

Should there be a need to close the campus or reduce campus activity in the event of severe conditions related to COVID 19, the School will promptly take all appropriate measures. Such measures may include that classes will resume virtually and the physical campus may limit campus staff or assign staff to work remotely depending up on the severity of the conditions and the current guidelines provided by the Governor’s office and the CDC.

**Final Closure:** Campus Security staff will work promptly to shut down the campus if required. Following the official closure of the campus, we will proceed with any precautionary sanitization and/or decontamination procedures as an added safety measure.

**Academics:** During any period for which the campus must remain closed, the School will use all appropriate and permissible measures to allow its students to continue their education. Such measures may include attending classes virtually using the Zoom platform. All faculty and students will continue to receive training on the use of Zoom and Canvas. In addition, the school will ensure that all students have the necessary capability to participate in classes remotely.

### **Communication Plan for Dismissal/Shutdown**

Immediately following notification of a decision to close the campus, the communication protocol will include:

1. The Campus President will notify all campus leaders and department directors of campus closure.
2. Communications will go out to all faculty, staff, and students regarding campus closure via email and Canvas.
3. The Campus President will communicate with the Regional Director of Operations of campus closure and status of evacuation process.
4. Communication regarding the closure process and the status of campus closure will be posted via email, the school website and social media.

# Exhibit A

Covid-19 Re-Opening Plan:		4 PHASES: *SLOW * SAFE * STAGGERED SCHEDULING	
<b>Phase 1</b>		<b>CAMPUS CLOSED * NO classes on campus * Social Distancing * Basic Safety Measures Promoted</b>	
<b>March - May</b>		Campus open for "Minimum Basic Operations" ONLY & Online support services	
		<p>All Staff transitioned to remote "work from home"</p> <p>Only small numbers of Management staff required on campus daily (3-4 staff per day scheduled)</p> <p><b>Initiate Remote Learning - ALL CLASSES</b> delivered via online distance education (Canvas &amp; ZOOM)</p> <p>No classes scheduled on campus</p> <p>Assist and support students and Instructors through the transition to online</p> <p>Installed new systems for tracking outcomes, reporting, process management, etc. in a remote environment</p> <p>Health and safety (basic) measures consistently communicated to all staff and students</p> <p>Anyone who comes to campus will be expected to practice social distancing</p> <p>Weekly communication sent to students and staff</p> <p>Chrome books provided to students who have no other device for online classes</p> <p>Expand Canvas LMS - to include the full suite of capability</p> <p><b>Students not on campus except for:</b></p> <p><i>Books pick up</i></p> <p><i>Chromebook pick up</i></p> <p><i>Small group labs (3-4 students and an instructor)- day hours only</i></p> <p>Facility cleaning and sanitation ongoing</p>	
<b>Phase 2</b>		<b>CAMPUS REMAINS CLOSED * NO didactic classes on campus * Lab classes with groups of 10 or less in a "space"</b>	
<b>May - July</b>		Distancing Continued * Enhanced Safety Measure	
		Campus open for "Minimum Basic Operations" and Lab Classes ONLY & Online support services	
		<p>Staff continues to work remotely</p> <p>Management staff on campus only as necessary e.g. pick up something, meet with a student briefly, etc.</p> <p><b>ALL DIDACTIC classes delivered via online distance education (Canvas &amp; ZOOM)</b></p> <p><i>Record all classes delivered online - classes can be listened to later to reinforce material</i></p> <p>NO classes scheduled on campus</p> <p><b>SOME LABS</b> conducted on campus - small groups of 10 or less in a "space"; ~ 1 day per week in ~ 2 hr. blocks</p> <p>Continue to assist and support students and Instructors through the transition to online</p> <p><i>Student Technology and Resource Center roll out</i></p> <p><i>Provided Instructors with the full Canvas LMS</i></p> <p>Continual improvement of remote environment systems for tracking outcomes, reporting, process management, etc.</p> <p>Health and safety (basic) measures consistently communicated to all staff and students</p> <p>Health and safety measures on campus enhanced to include the following for all:</p> <p><i>Social Distancing</i></p> <p><i>Face masks required</i></p> <p><i>Gloves required</i></p> <p><i>Temperature checks</i></p> <p><i>Posted Signs and/or Tape - common areas and hallways to ensure 'Social Distancing' is promoted and adhered to;</i></p> <p>State of the Campus Meeting Conducted</p> <p>Acknowledgement form signed by all who come to campus (ONLY 1 form needs to be signed, not multiple)</p> <p>Weekly communication sent to students and staff continues</p> <p>Chrome books provided to students who have no other device for online classes</p> <p><b>Students not on campus except for:</b></p> <p><i>Books pick up</i></p> <p><i>Chromebook pick up</i></p> <p><i>Small group labs (10 or fewer; includes instructors)- can be day and/or evening hours up to 10:00 p.m.</i></p> <p><b>Block Scheduling' Project initiated - Infrastructure Development</b></p> <p><i>Collaboration and regionalization (w/Virginia Campuses)</i></p> <p><b>Allied Health Hybrid Expansion initiated - Infrastructure Development</b></p> <p><i>Virtual PAC Meetings before May 15th - Distance Education PAC Member must be present</i></p> <p><i>Submission of Hybrid Application to ABHES before June 15th</i></p> <p><b>Any necessary PPE and supplies for programs ordered for June 1st start</b></p> <p>Facility cleaning and sanitation ongoing</p>	
<b>Phase 3</b>		<b>CAMPUS PARTIALLY REOPENS * Limited classes on campus * Approximately 50%-75% of students attend on ground classes (primarily labs and clinics)* Begin Leveraging Hybrid Model * Block Scheduling * Social Distancing Continues</b>	
<b>July - August</b>		Measures Continue *Enhanced Safety	
		On Campus operations expanded (i.e. Admissions, Financial Aid, Career Services, etc.) & Online support services continue	
		<p>Some staff will come in on staggered shifts. Moderate remote work from home will continue (specific timing TBD)</p> <p>Only small numbers of Management staff required on campus daily (3-4 staff per day scheduled)</p> <p><b>SOME DIDACTIC CLASSES</b> continue to be delivered via online distance education (Canvas &amp; ZOOM)</p> <p><i>Record all classes delivered online - so classes can be listened to later to reinforce material</i></p> <p><b>SOME DIDACTIC CLASSES</b> will be scheduled on campus</p> <p><b>SOME LABS</b> conducted on campus - still small groups of 10 or less in a "space"</p> <p>Continue to assist and support students and Instructors with online support services</p> <p>Continual improvement of remote environment systems for tracking outcomes, reporting, process management, etc.</p> <p>Health and safety (basic) measures consistently communicated to all staff and students</p> <p>Health and safety measures on campus enhanced to include the following for all:</p> <p><i>Social Distancing</i></p> <p><i>Face masks required</i></p> <p><i>Gloves required</i></p> <p><i>Temperature checks</i></p> <p><i>Posted Signs and/or Tape - common areas and hallways to ensure 'Social Distancing' is promoted and adhered to;</i></p> <p>Acknowledgement form signed by all who come to campus (ONLY 1 form needs to be signed, not multiple)</p> <p>Weekly communication sent to students and staff continues</p> <p>Chrome books provided to students who have no other device for online classes</p> <p>Classrooms and common areas (Student Commons, LRC) arranged to ensure social distancing is achieved (e.g. remove some of the chairs from the class rooms)</p> <p><b>Students may be on campus for the following:</b></p> <p><i>Didactic classes</i></p> <p><i>Books pick up</i></p> <p><i>Chromebook pick up</i></p> <p><i>Small group labs (10 or fewer; includes instructors)- can be day and/or evening hours up to 10:00 p.m.;</i></p> <p><b>Make-up labs and clinics from March and April will also commence</b></p> <p><b>Block Scheduling' Rolled out (for June 1st mod)</b></p> <p><i>Collaboration and regionalization (w/Virginia Campuses)</i></p> <p><b>Allied Health Hybrid Expansion initiated - Infrastructure Development Continues</b></p> <p><i>Submission of Hybrid Application to ABHES before June 15th</i></p> <p><b>14-Day LDA Policy may be reimplemented in June</b></p> <p>Facility cleaning and sanitation ongoing; overnight cleaning resumes prior to June 1 start</p>	

Phase 4	<b>CAMPUS REOPENS - BECOMES FULLY OPERATIONAL</b> * More classes on campus * All students attending an on ground class on a Block Schedule (labs, clinics and some didactic classes on campus) * Fully Leveraging Hybrid Model * Social Distancing continues *Enhanced Safety Measures Continue
July/August - September	<b>ALL STAFF</b> to resume on campus work - likely staggered schedules & Online support services continue
	<p>Minimal remote work from home (specific timing TBD)</p> <p>All Management staff required on campus daily (specific timing TBD)</p> <p><b>SOME DIDACTIC CLASSES</b> continue to be delivered via online distance education (Canvas &amp; ZOOM)  <i>Record all classes delivered online - so classes can be listened to later to reinforce material</i></p> <p><b>SOME DIDACTIC CLASSES</b> will be scheduled on campus</p> <p><b>SOME LABS</b> conducted on campus - still small groups of 10 or less in a "space"</p> <p>Continue to assist and support students and instructors with online support services</p> <p>Continual improvement of remote environment systems for tracking outcomes, reporting, process management, etc.</p> <p>Health and safety (basic) measures consistently communicated to all staff and students</p> <p>Health and safety measures on campus enhanced to include the following for all:</p> <p><i>Social Distancing</i></p> <p><i>Posted Signs and/or Tape- common areas and hallways to ensure 'Social Distancing' is promoted and adhered to;</i></p> <p>Acknowledgement form signed by for all who come to campus</p> <p>Weekly communication sent to students and staff continues</p> <p>Chrome books provided to students who have no other device for online classes</p> <p>Classrooms and common areas (Student Commons, LRC) arranged to ensure social distancing is achieved (e.g. remove some of the chairs from the class rooms)</p> <p><b>Students may be on campus for the following:</b></p> <p><i>Didactic classes</i></p> <p><i>Books pick up</i></p> <p><i>Chromebook pick up</i></p> <p><i>Small group labs (10 or fewer; includes instructors)- can be day and/or evening hours up to 10:00 p.m.;</i></p> <p><b>Make-up labs and clinics from March, April, May, June will continue</b></p> <p><b>Block Scheduling' fully implemented</b></p> <p><b>Collaboration and regionalization (w/Virginia Campuses)</b></p> <p><b>Allied Health Hybrid Expansion fully implemented</b></p>

# Exhibit B



# **STOP!**

***BEFORE YOU ENTER THE SCHOOL, YOU ARE REQUIRED TO HAVE A TOUCHLESS TEMPERATURE CHECK, IN ORDER TO ENSURE THAT YOUR TEMPERATURE IS AT OR BELOW 100 DEGREES.***

***NO ONE IS ALLOWED IN WITHOUT THIS.***

**If no one is here to take your temperature,  
please call the phone number below.**

**By entering our building, you certify that each of  
the following is true:**

- You do not have a confirmed or suspected diagnosis of COVID-19.
- You have not been within 6 feet of a person for at least 5 minutes with a confirmed diagnosis of COVID-19 in the past 14 days.
- You have not had a fever in the past 3 days.
- You do not have a cough.
- You do not have a sore throat.
- You do not have shortness of breath, difficulty of breathing or wheezing.
- You do not have diarrhea, excluding cases due to a known medical condition other than COVID-19.

***If your answer to any of the symptoms or conditions listed above is YES, or if you have not been greeted by someone to conduct the temperature check, please call us from outside this door at the number below and we'll be happy to assist you:***

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