

Riverside College of Health Careers (RCHC) is a small, private, not-for-profit health professions college located in Newport News, VA. The campus is for non-residential, commuter students and does not provide on-campus housing, dining facilities, or student health services. The total annual on-ground population of students is currently less than 400.

A. REPOPULATION OF THE CAMPUS

1. Establishment of a COVID-19 coordinator/campus team:

The RCHC Campus Administrator is the Campus COVID-19 Response Coordinator in coordination with Riverside Health System (RHS) Emergency Management and the RHS COVID-19 Response Team. RHS is in direct contact and collaboration with the local health department for community response to all COVID-19 concerns.

2. Contact information and procedures for reaching the local health department:

RCHC through RHS Emergency Management has direct communication channels and procedures with the local health department (Peninsula Health District). All COVID-19 emergency campus communications are centralized through RHS Emergency Management as applicable. The Peninsula Health District participates in RHS planning and response meetings weekly and as needed related to COVID-19. The Peninsula Health District also participates in Riverside's emergency alerting system – Everbridge.

3. Students' initial return to campus (such as initial screening, move-in):

RCHC is a commuter campus with no residential considerations. All students and staff have been provided screening questionnaires for daily consideration prior to any class, lab, or clinical experience, as well as instructions related to any exposures or exhibited symptoms.

4. Education/training of students: consider COVID-19 prevention education as part of student orientation. (Hand hygiene, staying home if ill, etc.)

All students complete COVID-19 education online in their first week of the term which reviews hand hygiene, screening requirements, and precautions (CDC videos and clinical preparation videos).

5. Physical Distancing, [according to CDC guidance](#):

- a) Strategies to allow physical distancing in classrooms/learning environments. (e.g. occupancy, staggered schedules, classroom layouts, workspace distancing, etc.)

All classrooms have been reconfigured to reduce seating capacity by approximately 1/2 of maximum with only one chair per table and increased spacing. Computer labs require alternating seating and signage throughout the campus reiterates masking and distancing requirements.

- b) Social distancing considerations outside the classroom (e.g. limiting visitors, changes to dining services, extracurricular activities, sorority/fraternity life, etc.):

RCHC is a commuter school with no dining or social facilities. Visitors to the campus are limited to the Admissions and Business office by building badge control.

- c) Restrict occupancy/stagger use of communal, shared spaces such as lounges, exercise rooms, dining halls, etc. to ensure physical distancing. Occupancy must be consistent with any active Executive Orders:

RCHC is a commuter school with limited lounging facilities. The numbers of chairs in break rooms and study rooms have been reduced and signage placed to limit capacity and remind students of masking and distancing requirements.

- d) Limitations on size of gatherings and/or strict physical distancing to be in place during gatherings:

Gatherings on campus are limited to educational activities only and are minimized in number as applicable. During the summer term, campus classes and activities are relatively few and online options are being utilized as feasible. Starting with the fall term, campus classes and activities will continue to focus on educational activities with no entertainment or social gatherings allowed on campus.

- e) Strategies for food/dining services should be consistent with plans to optimize physical distancing:

RCHC is a commuter school with no residential or dining facilities and limited lounging facilities. Chairs in break rooms and study rooms have been reduced and signage placed to limit capacity and remind students of masking and distancing requirements. Students are encouraged to eat at tables provided outside, in their vehicles, or travel to nearby drive-thru restaurants for meals or breaks as desired.

6. Hygiene practices and cleaning/disinfecting protocols.

- a) Cleaning and disinfection protocols to include frequently touched surfaces; transport vehicles; schedules for increased cleaning, routine cleaning, and disinfection; ensuring adequate cleaning supplies and correct use/storage:

All campus buildings, classrooms, offices, and common areas are serviced by a professional cleaning service throughout the day from 8am – 4pm. Cleaning and disinfection protocols have been increased to include wipe-down of tables and door knobs throughout the day in addition to routine trash and bathroom maintenance and thorough end-of-day cleaning. Clinical and lab equipment, to include non-consumables, mannequins, beds and stretchers, are cleaned with approved disinfectants immediately after each individual use; linens are replaced after each individual use.

- b) Provisions for hand sanitizer/handwashing stations:

RCHC has staff and student accessible bathrooms in each campus building and hand sanitizer stations in each classroom and lab skills room. Janitorial staff perform daily checks on hand sanitizer volume and replenish as appropriate.

- c) Minimize shared objects and ensure adequate supplies to minimize sharing to the extent possible (e.g. dedicated student supplies, lab equipment, computers, etc.):

RCHC has implemented individual “lab bags” for nursing and physical therapist assistant students in order to provide each student their own consumable lab equipment for practice and use in skills labs.

7. Housing: **N/A**

8. Consideration of vulnerable individuals (e.g. 65 years or older, underlying health conditions):

- a) Policy options to support those at higher risk for severe illness to mitigate their exposure risk (e.g. telework, modified job duties, virtual learning opportunities):

RCHC collaborates with RHS Human Resources and RHS Employee Health to identify and assist vulnerable employees and provide options to perform their work remotely as applicable.

- b) Implement flexible sick leave policies and practices that enable faculty, staff and students to stay home or self-isolate when they are sick or have been exposed:

RCHC collaborates with RHS Human Resources and RHS Employee Health and follows RHS policies related to sick leave for employees as well as direction from the RHS Central Exposure Team in the event of an employee COVID-19 exposure or symptoms. Students follow attendance policies of the College. Any COVID-19 related absence will not negatively affect an employee's job status or the academic standing of a student but may alter the student's progression in a program or timeline for completion.

- c) Develop policies for return to class/work after COVID-19 illness.

RCHC collaborates with RHS Human Resources and RHS Employee Health and follows RHS policies related to sick leave for employees as well as direction from the RHS Central Exposure Team in the event of an employee COVID-19 exposure or symptoms. Students follow attendance policies of the College. Specific to COVID-19 exposure or symptoms, students and employees must self-isolate for a minimum of 14 days after a positive test or healthcare provider determination. A copy of the test or medical report must be provided to the College's disabilities department for reporting and tracking, and direction related to return to in-person instruction. Any confirmed positive with potential exposure among staff or students is referred to the RHS Central Exposure Team for follow-up and contact tracing. Any COVID-19 related absence will not negatively affect an employee's job status or the academic standing of a student but may alter the student's progression in a program or timeline for completion.

9. International student considerations – ***N/A***

10. Partnership and communication/information sharing with the local community, health systems and other stakeholders:

Information from Riverside Health System to include RCHC is shared with the community via, media releases, websites and social media routinely.

11. Face coverings.

- a) Plans submitted by each institution should include information on how it intends to teach/reinforce use of face coverings among students, faculty and staff

RCHC has communicated via the College's learning management system, as well as on-campus signage, the requirement for 100% masking (personal cloth face covers) while within buildings and when unable to maintain six feet of physical distance. Students are reminded of masking by staff; repeated failure to mask or refusal to mask will result in review by the applicable Program Director for potential Conduct Warning. Employees follow RHS Human Resources policies which include requirements for masking and distancing with applicable potential disciplinary actions.

- b) For Faculty cloth face coverings should be worn in times when at least six feet physical distancing cannot be maintained. For example, an instructor standing in a classroom seven feet from students could teach without a face covering. During meetings or gatherings or in narrow hallways or other settings where physical distancing may not be easy to maintain, a face covering would be prudent to wear.

RCHC faculty wear face coverings when unable to maintain six feet of physical distance or when traveling between classes or offices and within clinical settings. Signage has been placed throughout campus to remind all staff, students, and visitors of masking requirements.

- c) Students should be encouraged to wear cloth face coverings in times when at least six feet of physical distance cannot be maintained.

RCHC students wear face coverings when unable to maintain six feet of physical distance or when traveling between classes or offices and within clinical settings. Signage has been placed throughout campus to remind all staff, students, and visitors of masking requirements.

- d) Institutions should consider adopting relevant business-sector guidance for staff regarding the use of face coverings (e.g. fitness center, dining, student services, etc.). Face coverings should be worn in public facing areas and in office spaces where six feet of physical distance cannot be maintained.

RCHC staff wear face coverings when unable to maintain six feet of physical distance or when traveling between offices and meeting with visitors or applicants. Signage has been placed throughout campus to remind all staff, students, and visitors of masking requirements; masks are available for visitors as needed.

12. Student Health Services (SHS):

RCHC is a commuter school and does not provide on-campus student health services. Students are directed to their own private physician, urgent care, or emergency room as applicable.

13. Large events, including athletic events, and others such as ceremonies or performances

Gatherings on campus are limited to educational activities only and are minimized in number as applicable to current Executive Orders.

14. Communications strategy:

All communications regarding campus educational activities are communicated on the College's website and the students' learning management system and in coordination with RHS Public Relations and/or Emergency Management as applicable.

15. Orientation and education/training, including anti-stigma training:

RCHC is a health professions education college in which all programs train students to become health professionals and caregivers. All faculty are credentialed in their applicable health discipline. The significance and avoidance of stigma regarding health concerns and illness is taught routinely as part of patient care.

B. MONITORING HEALTH CONDITIONS TO DETECT INFECTION

1. Daily health screening questions and/or other health monitoring approaches that can be used to monitor health of the campus population.

All students complete an online screening questionnaire prior to each class or clinical experience to determine potential COVID symptoms, exposure, and risk.

2. Campus level syndromic (disease) surveillance using electronic health record data or other disease surveillance methods as feasible.

RCHC does not maintain health records on students and does not have on-campus health services. Surveillance is maintained by the College disabilities office, any collected clinical documentation related to COVID absences will not be maintained permanently in order to protect student confidentiality. Any confirmed positive with potential exposure among staff or students is referred to the RHS Central Exposure Team for follow-up and contact tracing.

3. Establishment of a testing strategy. Testing strategies should consider testing for all students, faculty or staff with symptoms and access to testing for close contacts of cases as recommended by public health. Institutions may consult with their local health department, local health systems and other relevant partners.-

RCHC has a student and staff population of less than 500 total per year and follows the guidelines and suggested testing strategies of the local health department, the CDC, and the sponsoring health system.

C. CONTAINMENT TO PREVENT SPREAD OF THE DISEASE WHEN DETECTED

1. Partnership with VDH for contact tracing:

The College's disabilities department maintains reporting and tracking information related to any student or staff exposure or exhibited COVID-19 symptoms. The College works directly with RHS Employee Health, RHS Central Exposure Team, and RHS Emergency Management - COVID-19 Response Team (who is in direct communication with the local health department) to determine the appropriate level of disease prevalence and identify any need for additional review, input, or provision of assistance to include but not limited to contact tracing.

2. Quarantining and isolating (provision of housing, basic needs, medical case management):

N/A – RCHC is a commuter school and does not provide residential or student health services. Staff or students who have an exposure or are exhibiting symptoms are required to stay home with mandated self-isolation and specific conditions for return. Any COVID-19 related absence will not negatively affect an employee’s job status or the academic standing of a student but may alter the student’s progression in a program or timeline for completion.

Students also have access to RHS COVID-19 Response information and CDC guidance materials, for example:

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html>

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

3. Campus outbreak management:

RCHC works collaboratively with RHS departments to include but not limited to Infection Prevention, Emergency Management, Human Resources, and the RHS COVID-19 Incident Management and Command Center Team in the tracking of disease exposures and illnesses. The local health department will play an active role in any campus outbreak as applicable. RCHC follows, as appropriate, guidance for outbreak management per CDC and/or local health department guidelines as directed.

4. Partnership with local health systems to assure care for symptomatic individuals as needed. (e.g. a local health system representative could serve on the COVID-19 team):

RCHC is sponsored by Riverside Regional Medical Center (RRMC) a Level-2 Trauma Center hospital in Newport News, VA within Riverside Health System (RHS). RRMC and RHS have conducted extensive planning around COVID-19. RRMC and its sister hospitals, have provided care for numerous COVID-19 suspected and positive patients. The health system has implemented a system incident command structure to oversee the organization’s response. The health department is an active participant within this structure. The RCHC Campus Administrator is an active member of the RHS leadership team and participates in weekly RHS COVID-19 updates to provide and receive pertinent information regarding the College.

D. SHUTDOWN CONSIDERATIONS IF NECESSITATED BY SEVERE CONDITIONS AND/OR PUBLIC HEALTH GUIDANCE

1. Plans regarding the criteria and process for campus dismissals or shutdowns.
Decisions regarding dismissals and shutdowns should be made in consultation with local and state public health officials.

RCHC works collaboratively with RHS departments to include but not limited to Infection Prevention, Emergency Management, Human Resources, and the RHS COVID-19 Incident Management and Command Center Team in the tracking of disease exposures and illnesses. The local health department will play an active role in any campus outbreak as applicable. RCHC follows, as appropriate, guidance for outbreak management per CDC and/or local health department guidelines as directed. Specifically, RHS and the local health department would be consulted for any decisions regarding College dismissals and campus shutdowns.

2. Nature of reduced campus activity in the event of severe conditions/public health direction or guidance:

As implemented in March 2020, RCHC is capable of converting a majority of its educational activity to an online environment when deemed necessary to protect the health and welfare of its students and staff. RCHC is working to further improve campus infrastructure and the servicing of students via virtual means through additional software and technology purchases and external vendor agreements expected to be in place by late August 2020.

3. Considerations regarding student health and safety on campus versus returning home:

RCHC is a commuter school and does not provide residential housing.

4. Communications plan for dismissals/shutdowns:

All communications to students can be accomplished electronically by email, text message, posting on the College website and learning management system as well as on social media as necessary. Additionally, all department leads and Program Directors have access to their student and staff provided phone numbers if personal calls are deemed appropriate.

I  RCHC Campus Administrator attest that this campus plan is in compliance with published Phase 2 business and Higher Education Reopening Guidance as of June 25, 2020.

Contact Information:

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Additional Emergency Contacts:

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