



LIMESTONE UNIVERSITY

COVID-19 CRISIS RESPONSE POLICIES

AUGUST 2020

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- A. CDC Considerations For Institutions Of Higher Education
- B. DHEC COVID 19 Guidance For Colleges/Universities
- C. What Is The Difference Between Isolation And Quarantine?
- D. Limestone University Isolation Protocol Decision Tree
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I. WELCOMES

COVID-19 CRISIS RESPONSE POLICIES

LIMESTONE UNIVERSITY - AUGUST 2020





LIMESTONE UNIVERSITY

Dear Students, Faculty, and Staff:

With the start of the Fall 2020 Semester and face-to-face classes right around the corner, Limestone University has gone to great lengths to prepare this packet to inform you on the precautions and preparations being taken to keep our campus community safe during these unprecedented times.

As you are aware, the COVID-19 pandemic led us to finish out a large portion of the Spring 2020 Semester online. While there are certainly concerns due to COVID-19, we are confident in our plan to have our Limestone University community back on campus for the upcoming term. I am excited to welcome back our returning students, and I am passionate about meeting our brand-new group of Saints who will become a part of our Limestone family later this month. We have heard from so many of our students who can't wait to be back on campus with their friends and to learn from their professors face-to-face in the classroom.

Please know that your safety and well-being are Limestone's top priority as we prepare for the upcoming semester. Our Crisis Response Team worked diligently to put together a plan to mitigate risk and limit the spread of COVID-19 on campus and in the local community. At the same time, we will constantly monitor the situation, and we are prepared to modify our strategy if needed.

There are risks, of course, in bringing students, faculty, and staff together for the fall. However, our plan outlined in this pack should make those risks manageable, acceptable, and lower than many other environments and occupation. Our intention is not to lose the educational future of your generation from a lack of risk management and planning.

Please read the enclosed information and follow the recommended guidelines. The intent of our risk management and planning is to preserve your educational future and this generation of Saints. It is going to be a great year, but an unusual fall semester!

Thank you for choosing Limestone University!



Dr. Darrell Parker
President



LIMESTONE
UNIVERSITY

Dear Limestone Family:

As we approach this fall semester, I am grateful to be working side-by-side with dedicated faculty and staff at Limestone University.

Under normal circumstances, you are essential components to the operation of this institution and the preparation of our students for lifetimes of learning and achievement. In this new “normal” of the COVID-19 pandemic, your important contributions to the mission of Limestone University are more essential than ever before.

We know there are unknowns ahead, but we will continue to work as a team, and as a family, to face any situation at hand.

Thank you for all you do! Go Saints!



Monica H. Baloga

Dr. Monica Baloga
Provost



LIMESTONE UNIVERSITY

Dear Faculty and Staff:

The start of the Fall 2020 Semester will be here soon, and we are excited to welcome students, faculty, and staff to the Limestone University campus.

Combating COVID-19 will require efforts from the entire Limestone community, and we appreciate everyone doing their part to maintain a clean, safe, and healthy environment in which all members can work and learn. More importantly, **POSITIVITY** will take us further as we proactively respond to the changes we are experiencing around us. The way each of you have already responded to these major new demands is nothing short of amazing. Thank you for choosing to work and be here!

Limestone is implementing several protocols to support the health and wellness of our students, faculty, staff, and visitors to our campus. I truly believe that Limestone can successfully weather this pandemic, but it requires all of us following the protocols and caring for each other.

I would like to thank the Limestone Crisis Response Team and administrators for all their hard work over the summer. This team has been meeting frequently for several months to develop a plan to resume classes in-person this fall. I am proud of the work this team has done and the detailed plan that has been developed.

Please review the enclosed COVID-19 Response Policies. If we work together to adhere to the guidelines in this COVID-19 Response Policies Manual, we can stay safe! As our knowledge and understanding of the COVID-19 virus continues to evolve, so will our policies and plans. Information on campus-wide safety protocols will be updated and shared with you as it becomes available.

Thanks for all you do for our Limestone University family!



Reggie J. Browning, CPA, MBA
Vice President of Finance and Administration



Dear Faculty, Staff, and Students:

I hope that this letter finds you, your family, and your friends staying safe and doing well amid these unprecedented times.

We are reminded during these trying times of our rally cry “LimestONE Nation” and that our family-like environment and traditions are some of the greatest strengths within the Limestone University community.

With that in mind, we encourage everyone to do their part in minimizing the spread of COVID-19 by following guidelines established in the handbook and the flyers that are posted throughout campus – each of which are based on recommendations by our local, state, and national governing authorities to help combat this pandemic.

Our top priority is the safe re-opening of Limestone University for all our students, faculty, and staff. Life on campus this semester is going to require new expectations and new behaviors from all of us, but we believe that with everyone working together we can achieve and maintain a safe return. We look forward to seeing our students, faculty, and staff return to campus this fall.

Stay safe during this academic year, and on behalf of our entire Athletic Department, thank you for your patience and perseverance!

Our future will always be bright when we stay focused, optimistic, and confident.

Go Saints!



Mike Cerino
Vice President for Intercollegiate Athletics



LIMESTONE UNIVERSITY

Dear Limestone University Community:

On behalf of the Limestone University Health Center, it is my pleasure to welcome our students to campus for the upcoming Fall 2020 Semester. Along with the other members of our Health Center staff, I encourage you to review the enclosed information regarding how Limestone will navigate through these times when COVID-19 is such a major health concern across the world.

The Limestone University Health Center is located on the first floor of the Dobson Center, offering basic medical service to students, faculty, and staff. Our facility is staffed with both a Registered Nurse and a Licensed Practical Nurse. In addition, a Nurse Practitioner is available by appointment two days a week. Our students also have access to a Consulting Physician for appointments as needed. During the upcoming semester, students will need to make an appointment to be seen at the Health Center. Please call (864) 488-4003 or email healthcenter@limestone.edu.

We urge our campus community to self-monitor for COVID-19 symptoms such as cough, shortness of breath, sore throat, muscle aches, chills/shaking, loss of sense of smell/taste, and a fever greater than 100 degrees Fahrenheit. In addition, please remember to wear the required face coverings, wash your hands with soap and water, avoid touching your face, cover coughs and sneezes with a tissue or elbow, routinely clean and disinfect frequently touched surfaces, maintain the recommended physical distance from others, avoid crowded places and mass gatherings, and virtually keep in touch with family and friends to avoid anxiety while social distancing.

Contact tracing is also one of the important efforts being made to contain the spread of COVID-19. It is vitally important that members of our campus community keep track of those who they come into close contact with during the upcoming semester.

When someone tests positive for COVID-19, our Health Center stands ready to care for the affected student, while also taking measures to prevent an outbreak on our campus. We want our students to be rest assured that we are here to take care of their health in any way possible. College life will continue to look a bit different in the short-term, but with the right prescription of comprehensive health services provided at Limestone, students can look forward to building long-term healthy habits.



Sandy Green RN

Sandy Green
Registered Nurse/Director of Health Services

II. OVERVIEW AND GOALS

COVID-19 CRISIS RESPONSE POLICIES

LIMESTONE UNIVERSITY - AUGUST 2020



OVERVIEW

COVID-19 is a respiratory illness that can spread from person to person. Government health officials report that common symptoms can include:

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Repeated shaking with chills
- Runny nose or new sinus congestion
- Muscle pain
- Headache
- Sore throat
- Fatigue
- New GI symptoms
- New loss of taste or smell

According to the CDC, individuals with certain conditions may have a higher risk for COVID-19 infection. Those conditions may include:

- Older adults (age 65 years and older)
- People with HIV
- Asthma (moderate-to-severe)
- Chronic lung disease
- Diabetes
- Serious heart conditions
- Chronic kidney disease being treated with dialysis
- Severe obesity
- Being immunocompromised

Detailed information regarding COVID-19 can be found on the SC DHEC's website:
www.scdhec.gov/Covid-19

Employees who have been instructed to return to work on-site and have concerns due to a medical condition that places them in a higher risk group should contact their supervisor or Limestone Human Resources staff.

Personal Safety Practices

Social Distancing:

Keeping space between you and others is one of the best ways to avoid exposure to the COVID-19 virus and slow its spread. Since people can spread the virus before they know they are sick, it is important to stay away from others when possible, even if you have no symptoms. Social distancing is important for everyone, especially to help protect people who are at higher risk of getting very sick.

Generally, no more than one person should be in the same room unless the required 6 feet of safe social distancing can be consistently maintained. If more than one person is in a room and cannot safely socially distance, face coverings should be worn at all times. A face covering is not required if you are working alone in a confined office space or in a partitioned work area.

Face Coverings (Coverings, Shields, Scarfs, Bandanas, etc.):

The College expects everyone – students, faculty, staff, visitors – to wear face coverings while on campus, especially in the presence of others and when safe social distancing cannot be maintained. Face coverings are expected to be worn when entering campus buildings, navigating hallways, in restrooms and other common spaces (lounges, dining facilities (except when eating and drinking), Library, etc.) and when entering or leaving a classroom or lab. When necessary, instructors/supervisors will provide you with specific instructions regarding wearing face coverings in particular settings (offices, classrooms, labs, etc.).

Appropriate use of face coverings or coverings is critical in minimizing risks to others near you. You could spread COVID-19 to others even if you do not feel sick. The face coverings is not a substitute for social distancing. See details regarding coverings use and care below.

Putting on the face coverings/ disposable coverings:

- Wash hands or use hand sanitizer prior to handling the face coverings/disposable coverings.
- Ensure the face coverings/disposable coverings fits over the nose and under the chin.
- Situate the face mas/disposable coverings properly with nose wire snug against the nose (where applicable). Tie straps behind the head and neck or loop around the ears.
- Throughout the process: Avoid touching the front of the face coverings/disposable coverings.

Taking off the face coverings/ disposable coverings:

- Do not touch your eyes, nose, or mouth when removing the face coverings/disposable coverings.
- When taking off the face coverings/disposable coverings, loop your finger into the strap and pull the strap away from the ear, or untie the straps.
- Wash hands immediately after removing.

Care, storage, and laundering:

- Keep face coverings/disposable coverings stored in a paper bag when not in use.
- Cloth face coverings should be washed daily and properly laundered with regular clothing detergent.
- Cloth face coverings should be replaced immediately if soiled, damaged (e.g. ripped, punctured) or visibly contaminated.
- Disposable coverings must not be used for more than one day and should be placed in the trash if soiled, damaged (e.g., stretched ear loops, torn or punctured material) or visibly contaminated.

Using Restrooms:

Use of restrooms should be limited based on size to ensure at least 6 feet between individuals. Wash your hands thoroughly afterward to reduce the potential transmission of the virus.

Using Elevators:

No more than two people may enter an elevator at a time, so please use the stairs whenever possible. If you are using the elevator, wear a face covering and avoid touching elevator buttons with your exposed hand/fingers, if possible. Wash your hands or use an approved alcohol-based hand sanitizer upon departing the elevator.

Meetings:

Convening in groups increases the risk of viral transmission. Where feasible, meetings should be held in whole or part using the extensive range of available collaboration tools (e.g. Zoom, WebEx, Microsoft Teams, telephone, etc.).

Meals:

Before and after eating, wash your hands thoroughly to reduce the potential transmission of COVID-19.

If dining on campus, wear your coverings or face covering until you are ready to eat and then replace it. Individuals should not sit facing one another. Staff are encouraged to take food back to their office area or eat outside, if this is reasonable for your situation. If you are eating in your work environment (break room, office, etc.), maintain 6 feet between you and others.

Handwashing:

Wash your hands often with soap and water for at least 20 seconds, especially after you have been in a public place, or after blowing your nose, coughing, sneezing, or touching your face. If soap and water are not readily available, use an approved alcohol-based hand sanitizer. Cover all surfaces of your hands and rub them together until they are feel dry. Avoid touching your eyes, nose, and mouth and wash your hands after touching your face.

Gloves:

According to the CDC, gloves are not necessary for general use and do not replace good hand hygiene. Washing your hands often is considered the best practice for common everyday tasks.

Face Shields:

Medical conditions prohibit some individuals from wearing face coverings. In those cases, face shields should be worn. In addition, face shields may be used by instructors whose face must be seen by students for quality of instruction. Face shields have been provided for all faculty are also available for sale in the Limestone Campus Bookstore. Staff that need a shield due to a medical issue should consult Human Resources.

Cleaning/Disinfecting:

Housekeeping teams will clean working, learning and common areas based on CDC guidelines for disinfection and Occupational and Environmental Safety Office (OESO) protocols. Hand-sanitizer stations will be located at major building entrances, elevator stops and high-traffic areas. Building occupants should also wipe down commonly used surfaces before and after use with products that meet

the EPA's criteria for use against COVID-19 and are appropriate for the surface. This includes any shared space location or equipment (e.g. copiers, printers, computers, A/V and other electrical equipment, coffee makers, desks and tables, light switches, doorknobs, etc.). Campus Operations maintains a supply of cleaning supplies.

Coughing/Sneezing Hygiene:

If you are in a private setting and are not wearing a face covering, remember to cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Then throw used tissues in the trash and immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with an approved alcohol-based hand sanitizer.

Guidance For Covid-19 Infection Or Exposure

Employees:

Employees should stay home if:

- You have experienced any new or worsening flu-like symptoms such as fever (100.0 OR GREATER), cough, shortness of breath or new loss of taste or smell;
- You have been in close contact with someone under evaluation for COVID-19 infection or with someone who has a confirmed infection of COVID-19.

If, within the last 10 days, you have traveled or have family members who have traveled to a high-risk area for transmission of COVID-19, please contact Human Resources.

Employees who have tested positive or who have been exposed to individuals who have tested positive for COVID-19 should self-disclose to Human Resources. HR will then follow the employee exposure protocol recommended by DHEC to ensure the safety of the college to the greatest extent possible. Human Resources will ensure all appropriate privacy and confidentiality procedures and regulations are followed, as required by the Americans with Disabilities Act (ADA). Communications regarding exposure should not be initiated or directed by supervisors. Employees exposed to a co-worker with confirmed COVID-19 should monitor themselves for symptoms and may be recommended for a 10-day quarantine based on SC DHEC guidelines. If an employee has a member of their household who tests positive for COVID-19, the employee should notify Human Resources for guidance.

Students:

Students should stay home if:

- You have experienced any new or worsening flu-like symptoms such as fever (100.4 OR GREATER), cough, shortness of breath, or new loss of taste or smell;
- You have been in close contact with someone under evaluation for COVID-19 infection or with someone who has a confirmed infection of COVID-19.

If, within the last 10 days, you have traveled or have family members who have traveled to a high-risk area for transmission of COVID-19, please contact the Limestone Health Center.

Students who have tested positive or who have been exposed to individuals who have tested positive should self-disclose to the Limestone Health Center or an instructor to ensure the safety of their fellow students and Limestone employees to the greatest extent possible.

COVID-19 Contact Tracing Protocol:

The University has developed contact tracing protocols for those who have tested positive or are presumed positive for COVID-19 in conjunction with public health professionals and agencies. This protocol is most effective when employees/students practice safe social distancing and wear face coverings. To notify the University, employees should contact Human Resources and students should contact the Limestone Student Health Center.

Mental And Emotional Health

The Limestone community has been significantly changed by the experience of navigating COVID-19. Some have been impacted by financial loss, and some have lost friends and family members. This unprecedented global pandemic has caused us to miss meaningful events and has certainly disrupted our daily lives. Caring for our campus communities' mental and emotional well-being is important. The Sib Collins Counseling Services provide private and confidential counseling available for the Limestone community, including students, faculty, and staff.

Enter/Exit Control

All entry and exits are open as normal. In order to prevent congestion, your instructor or supervisor may ask you to enter or exit differently.

Signage and Posters:

Building occupants are expected to follow signage on traffic flow through building entrances, exits, elevator usage and similar common use areas. If signage is needed, please contact the Director of Facilities or the Vice President of Finance and Administration.

Goals

1. Support the University's commitment to providing a safe education and work environment keeping issues of equity and inclusion in mind.
2. Minimize the transmission of the virus to students, employees, and guests, especially those who are most at-risk.
3. Mitigate the potential for a surge of cases.
4. Provide access to necessary health care and wellness support and resources (physical and mental) for our campus community.
5. Provide health and safety standards of behavior for students, employees, and guests.
6. Identify and provide educational information and supplies for students, staff, faculty and visitors.

III. ACADEMIC INSTRUCTION

COVID-19 CRISIS RESPONSE POLICIES

LIMESTONE UNIVERSITY - AUGUST 2020



GENERAL COMMENTS

- Limestone University recommends that students/faculty/staff monitor themselves for symptoms and to check temperatures twice a day to help limit the spread of the virus
- Please see instructions / links for temperature checks and handwashing
- Social distancing is expected where possible
- All employees, faculty, staff, full-time, or part-time, must wear some type of face covering when in close contact with others beginning August 1, 2020, and continuing until further notice.
- Students are required to show proof of COVID-19 testing before moving into residence halls (for residents) or before attending the first day of classes (for non-residents). Testing information can be uploaded into the LC Portal and can include one of the following:
 1. proof of prior COVID-19 infection;
 2. proof of presence of COVID-19 antibodies;
 3. proof of negative COVID-19

CLASSROOMS

Day Classrooms

If a student gets “sick” or starts to feel bad during class, the student should be sent to his or her dorm room and instructed to email the Health Center @ healthcenter@limestone.edu for instructions.

- Faculty are encouraged to ask at the beginning of each class if anyone feels sick.
- Limestone University recommends that students/faculty/staff monitor themselves for symptoms and to check temperatures twice a day to help limit the spread of the virus.
- Wipes will be placed in each classroom for students to use to wipe off desks, pens, computers, etc.
- Please see instruction sheets for [temperature checks](#) and hand washing.
- If faculty has to send someone out for being sick please email the health center with the name of the student and the people closer than 6 feet of them at healthcenter@limestone.edu.

Building	Room	New Maximum Capacity	Notes
Carroll	101	10	
	105	22	
	219	9	
Curtis	132	10	
Granberry	106	20	
	200B	30	
	207	8*	Computer Classroom # Computers = 15
Hamrick	103	25	
	107	10*	Computer Lab # Computers = 20
	108	8*	Computer Classroom # Computers = 16
	127	20*	Computer Classroo # Compters = 40

Table Continued...

Building	Room	New Maximum Capacity	Notes
Hamrick	201	20	
	203	13	
	209	22	
	211	25	Tiered Room
	212/214	20*	Computer Lab
Library	B-2	10	
Montgomery	101	14*	Computer Classroom # Computers = 28
	103	9*	Computer Classroom # Computers = 18
	201	16	
	203	20	
	204	12	
	205	18	
Winnie Davis	102	16	
	104	10	
	202	16	Replace Tables With Desks
	204	16	Replace Tables With Desks
Stephenson	101	13	
PE Building	104	12	
	105	12	

* Computer labs may be used at full capacity provided students wear masks at all times and clean each station.

Evening Classrooms

*** Term 5 and 6 Evening Program courses will be taught remotely by their instructors via Blackboard Collaborate, NOT from the sites. A determination about Spring 2021 semester will be made after mid term Fall 2020. ***

- Site capacities and classroom capacities will be set using the most up-to-date CDC and DHEC guidelines.
- Signage will be provided for information and to encourage following of the recommended CDC (<https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/considerations.html#housing>) and DHEC (<https://www.scdhec.gov/infectious-diseases/viruses/coronavirus-disease-2019-covid-19/colleges-universities-covid-19>) guidelines.
- Social distancing is expected where possible.
- Face coverings are required for ALL on campus.
- A digital thermometer will be available at each site for temperature checks for students, staff, and faculty. Disinfectant wipes and hand sanitizer will be provided at the thermometer station as well as instructions for use.
- Faculty will be provided with clear face shields to accommodate students being able to see their faces during in person and virtual instruction.
- Cleaning and hygiene supplies will be provided to the sites to help with risk management.
- Conditions will be reviewed, and any operational changes will be made as needed.

ART STUDIOS

- Cleaning Products will be available in each art lab and classroom to wipe off surfaces (Granberry and Curtis Ceramics Lab).
- Surfaces should be wiped down with approved disinfectant after each use.
- Tables should be washed between classes.
- Protective gloves should be worn when appropriate (or when required) (**Gloves in ceramics can prevent the mega importance of touch for craftsmanship, texture, etc.).
- Each lab/classroom will have hand sanitizer present
- Hand washing signage will be displayed to encourage individuals to wash hands before entering the lab and to sanitize hands as they are entering and leaving the room.
- Social distancing will be encouraged in the art labs/classrooms. Individual groups will be created to also help distance students in the labs (example: Group A and Group B). In the ceramics lab, in some areas, 8 to 6 students will be allowed.
- Students will need to provide their own supplies and clean their own tools.
- Single entrance and exit will be established in Granberry with appropriate signage.

STUDENT CLINICAL EXPERIENCES (CSWE Response To COVID 19 For Social Work Field Experience)

Student Safety:

Accreditation Standard (AS) 2.2.7 requires that field education programs specify policies for supporting student safety in field. Programs are encouraged to safeguard student safety during the COVID-19 pandemic to the greatest extent possible, including suspending or delaying field education placements when necessary for student safety.

Reduction In Field Hours:

Under AS 2.2.5, field education programs provide a minimum of 400 hours of field education for baccalaureate programs and a minimum of 900 hours for master's programs. Due to the disruption caused by the COVID-19 pandemic, students who have completed 85% of the required placement hours (i.e., equivalent to 340 hours for baccalaureate programs and 765 hours for master's programs) to a satisfactory level may, at program discretion, be evaluated as having met the field placement requirement. This reduction in field hours may be applied to field placement courses that are fully or partially completed by May 31, 2021. Field placement courses that are partially completed by May 31, 2021, may continue to apply the 15% reduction in hours until the specific field course is completed, even if the completion date is after May 31, 2021. New field placement courses that begin after May 31, 2021, will return to the full hour's requirement. Remote field activity, as well as field supervision and field seminar hours, may be counted toward the accrual of field hours.

Remote Field Activity:

Although AS 2.2.4 requires field education through "in-person contact," the Commission on Accreditation will broaden its interpretation to include remote-based field activity. Remote field activity can include engagement such as field-related assignments, trainings, and virtual meetings. Client-related virtual meetings should be in accordance with field site policies for secure communications.

As emerging professionals, we are giving students the option to suspend or delay their field experience. Students who wish to continue the field experience will receive safety education as part of our Field Orientation. We are also creating projects that students can complete should their field experience be interrupted. This continues to be a work in progress.

Athletic Training Response To Clinical Experience:

The Athletic Training Program will adhere to the policies and procedures set forth by Limestone University. Additionally, students and Clinical Preceptors in the Athletic Training Program will be provided with the following documents:

- Athletic Training Program COVID-19 Summary
 - Athletic Training Program Guidelines for Return to Face-to-Face Experiential Learning During COVID-19 Pandemic
 - Student Internship and Clinical Practicum Guidelines for the Duration of the COVID-19 Pandemic
- Students will be required to participate in the following trainings:
- Hand Washing (video)
 - Stop the Spread of Germs (video)
 - Face Coverings (handout)
 - COVID-19 Education (session)

Students will also create and submit a video demonstrating the comprehension and ability to perform:

- proper hand washing and
- proper mask use at clinicals

4/27/2020 CAATE Update: Delayed-Program-Completion:

The Commission on Accreditation of Athletic Training Education (CAATE) continues to monitor the impact of the Coronavirus (COVID-19) pandemic on all levels of our accredited programs. Additionally, the CAATE is monitoring the responses from the Department of Education, the Council for Higher Education Accreditation (CHEA), the Association of Specialized and Programmatic Accreditors (ASPA), and those of our peer health care accreditors. The Commission recognizes the significant difficulties of operating athletic training programs during these challenging times. The CAATE is working diligently to afford programs appropriate flexibility to deal with these difficulties while at the same time being vigilant in enforcing the standards we have set forth to assure programmatic quality and protect students and the public.

As programs continue to be impacted by restricted campus access, campus closures, and restricted clinical site access, they are increasingly challenged to deliver and assess the psychomotor skills necessary to prepare students for contemporary athletic training practice. While the Commission recognizes this challenge, please be advised that programs **MUST** adequately teach and assess the necessary psychomotor skills. If programs are unable to adequately teach and assess psychomotor skills or deliver appropriate clinical experiences, they may be forced to consider a strategy for delayed program completion until such time as it is safe to bring students back to campus and send them out to clinical sites. Therefore, the Commission offers the following with regards to delayed program completion:

- Each program determines how psychomotor skills are taught and assessed. The Commission has previously approved the use of both simulation and telemedicine/telehealth. So, programs will have varying degrees of need related to in-person teaching and assessments. However, if a program's assessment plan calls for certain skills to be learned and taught in person, then the plan must be appropriately altered, or the skills must actually be learned and taught in-person.
- While the Commission has promoted maximum flexibility regarding distance learning and clinical education, there is no circumstance in which **ALL** elements of in-person/face-to-face clinical learning and psychomotor skills assessments can be supplemented via distance learning/technology solutions.
- Therefore, if campus closures and/or lack of access to adequate clinical experiences precludes the adequate teaching and assessment of psychomotor skills, then programs **MUST** delay program

completion until such time as access to in-person training allows for the adequate teaching and assessment of psychomotor skills.

Daily Operations:

Athletic Training Classes and Laboratories:

Students will complete a symptom checklist via Teamworks before attending classes. Temperature will be checked before entering athletic training classrooms and laboratories. This includes all athletic training facilities. Students should sanitize their hands before touching the thermometer, point the thermometer ½ inch to 2 inches from the forehead and scan, and sanitize hands afterwards. If the student has a temperature of 100.4 degrees Fahrenheit, they should email the Health Center at healthcenter@limestone.edu.

Face coverings are required at all times. Social distancing will be maintained, and seats will be assigned in the classroom and laboratory settings. Some clinical skills will require on an assigned lab partner. Prior to performing clinical skills on an assigned lab partner, students must sanitize their hands, apply gloves, and sanitize after glove removal. Equipment must be disinfected after each use.

Athletic Training Facilities:

Students will adhere to the policies set forth in Limestone University Athletic Training COVID-19 Policy and Procedures document. The Athletic Training Program will verify that each facility is compliant with relevant safety guidelines from the CDC and local health authorities regarding workplace safety.

Affiliate Clinical Sites:

Students will adhere to the policies of each facility. The Athletic Training Program will verify that each facility is compliant with relevant safety guidelines from the CDC and local health authorities regarding workplace safety.

Clinical Hours:

Students are not permitted to participate in clinical hours until they participate in all education sessions regarding COVID-19. Clinical hours for each practicum and internship will be determined by the availability and accessibility of each site.

Nursing Response To Clinical Experience:

According to the CCNE Standards, clinical practice experiences must be provided for students in all programs (Standard III, Key Element III-H). While CCNE does not specify the number of clinical hours required in a baccalaureate program, they expect that all students will meet program outcomes, flexibility in clinical hours and types of experiences, even if not previously used by the program, are acceptable. They encourage following guidance from affiliating agency officials, in accordance with local, state, and federal recommendations; and students in the clinical setting should follow institutional guidelines for care of patients with communicable diseases of all kinds.

Precepted Clinical Hours:

Students are not permitted to participate in clinical hours until they participate in all education sessions regarding COVID-19 required by their site. Clinical hours for each practicum will be determined by the availability and accessibility of each site. Students must adhere to the policies of each facility.

Education Response To Clinical Experience:

In response, plans are to back up each face-to-face placement with a virtual placement, which can be used if it becomes necessary. When, and if, to use that option is dependent on circumstances. Consideration is given to the protocol used by our school districts and individual needs of our students both, when assigning placements, and as they complete their training. Finally, while we have been given some flexibility by the state, we remain committed to getting each teacher candidate the best and most complete training we can provide.

DUAL ENROLLMENT AND CHEROKEE COUNTY SCHOLARS PROGRAM

These programs will adhere to the Limestone University COVID-19 procedures and protocols as stated in this manual. Any alterations needed by either Limestone or the school district will be approved by the Vice President of Finance and Administration.

IV. HEALTH MAINTENANCE

COVID-19 CRISIS RESPONSE POLICIES

LIMESTONE UNIVERSITY - AUGUST 2020



Limestone University Health Center Policy

Purpose:

To provide Limestone University guidelines for using the Health Center. The safety and well-being of our students and staff is our top priority the Health Center will be closely monitoring the local, national, and international occurrence of COVID-19 outbreaks and will provide Limestone University updated information as the situation is ever-changing. Limestone University Health Center and all responsible parties will assist the University in minimizing academic and operational disruption while safeguarding the health and well-being of the campus community.

Policy For Limestone University Health Center:

- Maintain a safe and healthy environment for faculty / staff/ students
- The Limestone University Health Center will follow CDC guidelines for using appropriate PPE for assessing anyone who comes to the Health Center
- Masks will be mandatory for anyone that comes to the Health Center
- Appointments must be made via <https://app.acuityscheduling.com> or you may email us a healthcenter@limestone.edu to minimize the transmission of COVID-19 or any other contagious disease
- Training will be provided to all faculty/staff/students
- Students will be required to fill out an additional form for COVID-19 screening before coming to Limestone University
- Thermoscan thermometers will be placed at the entrance of all buildings for students to self-check temperatures before attending class or events
- Students will be encouraged to practice social distancing
- Students will be encouraged to know their contacts and limit them
- Contact tracing will be provided by Limestone University Health Center in conjunction with the Athletic Department
- Please refer to the attached charts for isolation & quarantine policies

Guidelines For Quarantine And Isolation:

Isolation is recommended for those who are sick with symptoms of COVID-19 & have tested positive or are waiting on the results of a COVID-19 test. As with quarantine, they must remain at home or the place where they were told to isolate & avoid contact with other people until their isolation period is over. This includes avoiding contact with those in their household as much as possible. Roommates and suitemates of students placed in quarantine will remain in their assigned rooms; however, they will not be required to quarantine unless they are deemed a direct contact.

1. Symptoms of Covid-19 - Isolation

- Testing advised ASAP.
 - Link to SCDHEC Mobile Testing Clinics:
(<https://scdhec.gov/infectious-diseases/viruses/coronavirus-disease-2019-covid-19/covid-19-mobile-pop-clinics>)
- Isolate if test is POSITIVE or NEGATIVE until:
- Your respiratory symptoms (such as cough & shortness of breath) are better, AND
 - At least 10 days have passed since your illness onset, AND
 - You have had NO fever for at least 3 days (72 hours) & have not used fever-reducing medications during that time

2. Asymptomatic - Waiting On Test Results

Reason 1 (of 2) for getting testing: Positive Exposure to Covid-19

- Test no sooner than 7 days after last exposure to person with COVID-19

Test results:

POSITIVE - Isolation

- If you had no symptoms but tested positive by a swab test, you must isolate until 10 days have passed since the swab was done.
(<https://scdhec.gov/infectious-diseases/viruses/coronavirus-disease-2019-covid-19/covid-19-case-guidance>)

NEGATIVE - Quarantine

- Even if you test negative, you must complete your full quarantine period. It is possible that the test was done before the virus could be detected, & you may still become contagious with the virus.
- Quarantine begins on the last date of exposure to the person with COVID-19 and extends 14 days.

Reason 2 for testing: DESIRED to be tested; NO symptoms; NO known exposure

Test results:

POSITIVE - Isolation

- If you had no symptoms but tested positive by a swab test, you must isolate until 10 days have passed since the swab was done.
(<https://scdhec.gov/infectious-diseases/viruses/coronavirus-disease-2019-covid-19/covid-19-case-guidance>)

NEGATIVE - No Action Required

- Even if you test negative, you must complete your full quarantine period. It is possible that the test was done before the virus could be detected, & you may still become contagious with the virus.
- Quarantine begins on the last date of exposure to the person with COVID-19 and extends 14 days.

CLOSE CONTACT

- For COVID-19, the quarantine period is fourteen (14) days from the time of last exposure to the person with the disease
- For those who live in the same house as someone who has COVID-19, they should continue to quarantine until fourteen (14) days after the date the person with COVID-19 is told they no longer need to practice isolation
- Even if you test negative, you must complete your full quarantine period. It is possible that the test was done before the virus could be detected, & you may still become contagious with the virus

- If you test positive for COVID-19, you must isolate according to the guidance provided.

Thermometers

Thermometer Use:

The instruction sheet for thermometer use can be found in supporting documents as well. These instructions will be placed with the thermometers in each campus building for use by students and faculty.

Infrared Thermometer Instructions:

PLEASE USE HAND SANITIZER BEFORE AND AFTER USE!!

- Point thermometer ½” to 2” from forehead, then press and release the button on the handle.
- Your temperature will be displayed on the screen.
- If your temperature is above 100.0, email the Health Center at healthcenter@limestone.edu.

Hand Hygiene

Please click here to view the video on proper handwashing from the Centers for Disease Control (CDC). (https://www.cdc.gov/video/covid19/downloadable-videos/306898_WYKTK_Handwashing.mp4)

CLASSROOMS

- Temperature stations will be located in every classroom building for self-monitoring by students, faculty and staff.
- Buildings will have separate entry and exit ways, where appropriate and functional.
- Signage will be clearly displayed on doors, walls, and floors.
- Maximum classroom capacities have been established for most traditional learning styles. Those for music, theater, art, etc. will follow guidance defined by best practices in their fields.
- Most classrooms (exception are computer labs) will have appropriate distancing between desks. Furniture (extra desks and tables) and unnecessary equipment will be removed to facilitate this.
- Hand sanitizer and wipes will be available for students to clean learning areas (desks, chairs, keyboards, mouse, etc.).
- Teaching stations in classrooms are distanced 6 feet (or more) from student learning areas (i.e. desks, tables, computer stations).
- Thoroughly cleaning of instructional locations will occur daily.

DINING SERVICES

Limestone Dining Covid-19 Precautions

Stephenson Dining Hall:

- Seating Capacity reduced by half.
 - 125 in Main Dining Room
 - 60 in Banquet Room (Rotary on Tuesday's will be the only group to use the Banquet Room during Meal Hours).

- Tent to accommodate another 30 or so in Front Parking area of Stephenson.
- Foyer will be reduced to a 10 Person Capacity. (Guests will need to stand on decals spaced 6' apart and the line will need to begin outside. All foyer furniture has been removed.
- Dedicated entry to Stephenson Dining Hall will be door nearest the Classroom and Exit will be door nearest Dining Hall.
- There are stanchions to separate the entrance and exit of the Dining Room.
- Touchless swipe for Students. Plexiglass for Cashier in place.
- 6 Foot distancing decals on floor in Dining Hall to promote separation.
- Line will pass by all stations in one direction.
- Distancing messages at Beverage Station to keep people from congregating.
- Sanitizers will be placed at each serving station and various other areas of Dining Hall.
- There will be a To Go option available so those who do not want to eat in, are able to take their food to go.
- Using disposable Cutlery packs, single serve condiment packs and Cups with lids and straws throughout dining areas.
- There will be no Self Serve stations other than the Drink Station and Ice Cream Machine. There will be sanitizer at both stations.
- Menus have been adjusted to reduce the need for Students touching serving utensils.
- Extra staff will on hand to disinfect tables as Guests leave.
- Dining Hall will close after meals to ensure all high touch surfaces will be sanitized and disinfected between meals.
- Masks will be required at entry to Building and will continue to be required until Guests sit at their table and each time they approach any service station.
- Kitchen Staff will be required to wear masks when they enter the building.
- May need some Campus Police presence to ensure Students are following protocol until everyone gets used to it.
- No Community Guests will be allowed to eat on Campus for the foreseeable future.

Dobson Student Center:

- Guests will enter through lower entrance and follow the floor decals around door through room to the right. This will reduce the crowds in the middle of the building and allow for a clear walkway.
- Guests and Sodexo Staff must wear masks while in line and through the Service Line.
- No Drink refills will be allowed.
- Reduced capacity for indoor seating.

COUNSELING SERVICES

The Sib Collins Counseling Services provide private and confidential counseling available for the Limestone community which includes, students, faculty, and staff. These services are free and accessed with an appointment. The Counseling Center may be contacted through email: mcampbell@limestone.edu/864.488.8280 or asejuit@limestone.edu/864.219.7113. The counseling interaction can be face-to-face, virtual, or telephone. After hours emergencies should be directed to 911, or visit the local emergency department as necessary, and contact Campus Safety at 864.488.8344. Counseling services for afterhours emergencies may be obtained by contacting Public Safety who will then contact the counselor on-call. Referrals regarding counseling needs may be made by contacting the Counseling Center through the methods above.

EMPLOYEE POLICIES/PROTOCOLS

This Human Resources Policy Guidance builds on pertinent Limestone University Human Resources policies and will generally pertain to all full-time and part-time employees (Faculty and Staff – Officers and Support Staff). Other employee groups will be reviewed on a case-by-case basis. *Updates will be provided as needed.*

Face Coverings:

All employees, faculty, staff, full-time, or part-time, must wear some type of face covering when in close contact with others beginning August 3, 2020 and continuing until further notice.

Leave Time (Vacation, Sick, or Personal):

Self-Isolation or Quarantine (not reporting to work) – The guiding principle is that employees should not report to work if their attendance at work is contrary to University guidelines.

- If an employee (or member of the employee's immediate household) has been advised by the Department of Health, their personal physician, or the University to self-isolate or quarantine (not report to work) for any reason, for up to 10 days, they are expected to work remotely, if approved. Written proof is required. The recommended process to follow is outlined on page 3. If an employee does not become ill during this period, they will continue to receive pay and will not be required to use Vacation, Sick or Personal time.
- If an employee does become ill during this period, the portion of the time when the employee is ill and unable to perform work should be treated as a standard Sick time absence and the employee should contact HR to apply sick time hours.

Returning To Work:

- An employee who follows an advised period of self-isolation—and is fever free without meds and improved symptoms for a 24 hour time period—should contact Human Resources after the advised period of self-isolation and confirm their clearance to return to work.
- An employee who tests positive for COVID-19 or is placed off duty because of a confirmed health exposure to COVID-19 must obtain clearance from Human Resources. Faculty and Staff will be screened by phone or email and if the employee has been fever free without meds and improved symptoms for a 24-hour time period then the employee will be cleared to return to work.

Non-Essential Employees Choosing Not To Report To Work:

- If an employee chooses not to report to work because, for example, they are uncomfortable commuting, they must request and receive approval from their manager to work remotely or use Vacation or Personal time. Employee must charge leave time— Vacation or Personal Days—if not working remotely.
- If appropriate, managers should recommend working remotely however this arrangement can be changed on very short notice.

Personal Travel:

- Any employee that now travels to any CDC-designated at-risk area may be required to self-isolate for up to 10 days before returning to work. Employees may be required to charge leave time—Vacation or Personal Days.
- Any employee that travels is required to complete the Faculty/Staff Covid-19 Questionnaire prior to returning to work.

- Please visit https://limestonecollege.formstack.com/forms/faculty_covid19_questionnaire to access the questionnaire.

Essential Personnel:

During an emergency, Essential Personnel provide services that relate directly to the health, safety, and welfare of the University, ensure continuity of key operations, and maintain and protect University properties.

- Each School and Department is responsible for final determinations as to which of its personnel are Essential. Essential Personnel are generally defined as the Faculty and Staff who are required to report to their designated work location, to ensure the operation of essential functions or departments during an emergency or when the University has suspended operations.
- There are some individuals who may be required to perform essential services remotely and those individuals will be identified in advance and notified by their managers.
- If unable to report to work, appropriate leave time—Vacation or Personal Days—must be taken. If leave time is not available, **pay is not provided**. Exceptions to this guidance must be approved by the Vice President of Finance and Administration.
- Essential Personnel are **expected to work in emergency situations** unless they are specifically excused by their departments. **Failure to report to work as directed may result in disciplinary action up to and including termination.**

Telecommuting And Alternate Work Schedules:

Telecommuting and remote work arrangements are intended to provide employees with the ability to fulfill the requirements of their job while remaining at home. These arrangements are approved at the discretion of the Vice President of Finance and Administration or designee of the School or Department. Operational needs and feasibility for the full scope of work expected of the position must be considered.

The Vice President of Finance and Administration or designee will determine the operational circumstances in which telecommuting can be approved, including faculty and staff eligibility criteria. An employee's manager should be expected to continue management activities with an employee via remote technology channels (email, phone, virtual meeting software, etc.)

Considerations when reviewing telecommuting requests should include an assessment of the technology and/or equipment needed for remote work to be completed (e.g. privacy/security of remote workspace, University technology resources that need to be provided in order for an employee to telecommute etc.).

Self-Isolation Or Quarantine Guidance:

If an employee has been advised by the Department of Health, their personal physician, or the University to self-isolate or quarantine, the following steps should be taken:

- **Step One:** The ill employee notifies the supervisor of symptoms/confirmed illness. The employee will be asked to go home, contact their primary physician/or telehealth.
- **Step Two:** The supervisor should contact the Director for Human Resources to report the situation and provide the full name and contact information for the employee in question. Appropriate human resources staff will be assigned to the case for management/follow up. Information regarding the ill employee's self-isolation is confidential and should only be shared on a need-to-know basis.
- **Step Three:** Human Resources will work with the employee's supervisor to complete paperwork for any time off and worker's comp cases.
- **Step Four:** The Director of Human Resources will work with the department and supervisor regarding potential contact with the employee's colleagues (for isolation/quarantine purposes). The employee's

workspace, and the necessary steps to ensure it is sanitized properly.

- **Step Five:** The Director of Human Resources or Human Resources designee will follow up with the employee during time away to answer questions and determine a safe, return to work.
- **Step Six:** Remember to wear a face covering, wash your hands frequently and practice social distancing. Employee is expected to work remotely, if able, and asked to stay in daily contact with their manager and local HR.

Please visit <https://www.limestone.edu/COVID> for more information and up-to-date guidelines.

Training For Faculty:

All faculty and staff are required to completed mandatory COVID training. Limestone University is using SafeColleges.com to offer training courses online for your convenience. Follow these easy steps to complete your Limestone College safety training requirements:

Using your web browser, go to the SafeColleges website for Limestone College:
<https://limestone-sc.safecolleges.com/>

Enter your Computer Username.

Once you log into the site, click on a course title to begin the training. Each course has audio, so be sure to turn up your speakers if you'd like to listen. You must complete each section of the course in order to receive full credit. Courses must be completed by August 14th.

Below is your complete SafeColleges training plan:

Coronavirus Awareness
Coronavirus: Cleaning and Disinfecting Your Workplace
Coronavirus: Managing Stress and Anxiety
Coronavirus: Reopening Your Organization
FERPA: Confidentiality of Records
HIPAA Overview

Signage For Offices:

The following STOP sign is approved for use outside of offices to advise before entering.

Hourly Personnel:

Hourly personnel that test positive for COVID will be required to use their accrued sick time or vacation time during the isolation period, if needed. In the event that an hourly employee has exhausted all of their accrued sick or vacation time, the employee will be required to provide test results stating they have tested positive for COVID to receive pay during the isolation period. If the employee should test negative, then they can return to work at such time that they are symptom free and feel that they can safely return to work.

NOTE: THIS GUIDANCE MAY BE MODIFIED AS CIRCUMSTANCES RELATING TO COVID-19 CHANGE

Staff Office Recommendations:

- Wear a mask when interacting with any Limestone University community member in an office environment.
- In other situations, maintain social distancing where possible, wear a mask when it is not.

- Wash hands and/or use hand sanitizer frequently.
- Clean surfaces and furniture after each interaction with others with disinfectant wipes.
- Post appropriate signage provided by the University to help encourage the following of recommended health and safety protocols.

V. CAMPUS EXPERIENCE AND ACTIVITIES

COVID-19 CRISIS RESPONSE POLICIES

LIMESTONE UNIVERSITY - AUGUST 2020



GENEREAL INFORMATION FOR ALL STUDENTS

Students are required to show proof of COVID-19 testing before moving into residence halls (for residents) or before attending the first day of classes (for non-residents). Testing information can be uploaded into the LC Portal and can include one of the following:

- Proof of prior COVID-19 infection;
- Proof of presence of COVID-19 antibodies;
- Proof of negative COVID-19 test results which was taken within 10 days of your scheduled move in day (for residents) or start of classes (for non-residents).

All students will be required to wear face coverings when in environments such as classrooms, labs, or gathered areas.

EVENTS

Campus Events:

To maintain consistency across campus, the Campus Recreation Department will follow the Limestone University Athletic Department guidelines for the gym, weight room, and other related spaces. Campus Recreation offerings will include outdoor events and low-touch activities for smaller groups.

Student activities will continue to be offered on campus throughout the semester. These events will be held outside as much as possible to promote social distancing. Student activities will also continue to be offered at off-site vendors dependent on the ability to properly social distance.

TIMKEN GYMNASIUM

Timken Facility Covid-19 Plan

Purpose:

This document provides guidance for the Timken Facilities to report a safe, clean environment for workers.

Hours of Operation:

11am-2pm Monday-Thursday Until August 17

Starting August 17: 11am-10pm Monday-Thursday

11am-7pm Friday

1-4pm on Saturday

- To use Timken Facilities students and staff are expected to make reservations through the Acuity Scheduling App. It is understood that some staff members and students do not have access to this App, therefore, limitations and capacity will be closely monitored at all times. This App provides a health questionnaire that is expected to be completed before entry into Timken.
- Temperature checks will be taken at the front desk before any use of the Timken Facility. Anyone who has a temperature over 100.0 degrees will not be able to use the facilities. Anyone who tests positive for COVID-19 will not be able to use the facilities for 14 days and until symptoms dissolve.
- Users are asked not to bring any personal items to the Timken Facilities except for water bottles and to shower before and after working out.

- Hand sanitizer and disinfectant wipes will be available at all times.
- Timken East users should travel separate to the facility except if they live in the same household, dorm, apartment.
- Staff members are expected to clean on the hour and deep clean at the end of the day.
- All users are asked to social distance while working out, disinfect their equipment after use and follow the phase guidelines below.
- Sodexo is expected to clean the restrooms every day.
 - **Phase 1 (June 8-20)** - Workout activities can be conducted up to a maximum of 25% of facility capacity and masks will be expected except when on cardio machines. Each user is expected to wipe down all their equipment after use and practice social distancing. Workers are expected to wipe down the facilities on the top of every hour and deep clean at the end of every day. Only 1 person in the restroom allowed at a time.
 - **Phase 2 (June 22-July 3)** - Workout activities can be conducted up to a maximum of 50% facility capacity and masks will still be expected except when on cardio machines. Each user is expected to wipe down all their equipment after use and practice social distancing. Workers are expected to wipe down the facilities on the top of every hour and deep clean at the end of every day. Only one person in the restroom allowed at a time.
 - **Phase 3 (July 6-July 17)** - Workout activities may resume with 50% activity and masks will still be expected except when on cardio machines. Each user is expected to wipe down all their equipment after use and practice social distancing. Workers are expected to wipe down the facilities on the top of every hour and deep clean at the end of every day. Two people will be allowed in the restroom at once but must skip a stall.
 - **Phase 4 (July 20-July 31)** - Workout activities may resume to normal occupancy; however, masks will still be expected except when on cardio machines. All guidelines aligned with state and local healthy guidelines that allow for more than 50 individuals. Each user is expected to wipe down all their equipment after use and practice social distancing. Workers are expected to wipe down the facilities on the top of every hour and deep clean at the end of every day. Two people will be allowed in the restroom at once but must skip a stall.
 - **Phase 5 (August 3)** - Workout activities can be conducted with normal occupancy and masks will still be expected except when on cardio machines. All guidelines aligned with state and local healthy guidelines that allow for more than 50 individuals. Each user is expected to wipe down all their equipment after use and practice social distancing. Workers are expected to wipe down the facilities on the top of every hour and deep clean at the end of every day. Restroom access unrestricted to any users.

Please see NSCA checklist for cleaning guidelines:

<https://www.nsca.com/contentassets/2a0a87ccabbe4a149dd915168b20d603/nsca-safety-checklist.pdf>

ATHLETIC CONTESTS

The game schedules and guidelines will be set by the conference office in the next few weeks. TBD

ATHLETIC TRAINING POLICY HANDBOOK

The athletic trainers have provided a handbook for their operations. It can be accessed here:

[Athletic Training Policy Handbook](#)

STUDENT ACTIVITIES

SODEXO SERVICES

Sodexo employees have been trained on the following:

- Frequently washing hands for at least 20 seconds with soap and water using the proper techniques and hitting all areas.
- The use of gloves will NOT be a substitute for correct hand hygiene and handwashing,
- Avoid contact with people who are easily sick
- Avoid touching eyes, nose, or mouth.

Isolation Policies:

We have strict guidelines in place to isolate and protect our employees when needed. For those that have returned from a quarantine/isolated area or have been in contact with someone who is infected with COVID-19, they have been instructed to:

- Avoid contact with other people for 14 days following the exposure
- Keep a record of anyone they have come in close contact with and monitor themselves during isolation.
- Follow the advice of local healthcare providers.

We are implementing increased cleaning schedules based on frequently touched surfaces and high traffic areas such as:

- Rails
- Doorknobs
- Community bathrooms
- Weight rooms
- Library
- Cafeteria
- Classrooms
- Computer labs
- Gymnasiums
- Locker rooms
- We are upgrading our cleaning chemicals with ECOLAB products approved by EPA for use against COVID-19. We are implementing and developing training courses with ECOLAB to ensure everyone knows how to use chemicals properly in order to reduce the spread of the virus.
- We will be increasing hand sanitation stands around campus for easy hand cleaning practices.
- We are hanging informative posters, floor markers, and one-way signage around campus and in high traffic areas to make everyone aware of safe practices and to promote resiliency against the virus.

We have identified how often the following areas will need to be cleaned and disinfected daily:

- All classrooms: 2 times/day
 - Disinfecting wipes and hand sanitizer for faculty and students will be provided to keep classrooms clean throughout the day
- Resident halls restrooms: times/day
- All restrooms: 2 times/day
- Faculty offices: once per day
- Nurses office: 2 times/day

- Library: 2 times day
- Student Center: 2 times/day
- Bob Campbell locker rooms: 2 times/day
- PE Center locker rooms: 2 times/day
- Security: 2 times/day
- Timken locker rooms: 2 times/day

HOUSING

Campus Housing Move-In:

The following points outline campus housing move-in procedures. Sodexo staff will be cleaning high touch points throughout this process.

- Housing move-in will be conducted by appointment only.
- Any students who arrive early to an appointment will need to wait until their appointment time to check-in.
- Any students who arrive late to an appointment will need to wait until the next open appointment time to check-in.
- Students may sign up for an appointment via the Navigate app.
- Each appointment is 1.5 hours long, and students may bring 1-2 guests. At the end of the appointment, guests will need to vacate the campus housing area.
- When students arrive for their move-in appointment, they need to report to their assigned check-in area noted in their appointment confirmation.
- At the check-in area, the student and their guest(s) will have their temperatures checked, and the student will receive their LU card and key.
- If the student's temperature is above 100.4, they will not be permitted to move in at that time. They will be referred to the Limestone University Health Center. If a guest's temperature is above 100.4, they will not be permitted to assist with the student's move in.

Campus Housing Visitation:

No outside guests are permitted to visit in campus housing. This includes family members, athletic recruits, and friends from nearby schools. Limestone University students may visit each other in campus housing; however, no overnight guests are permitted. Additionally, we expect students to limit their guests to 1-2 students.

Residence Life Staff:

To reduce the number of potential contacts, the Resident Assistant (RA) staff will be on duty in pairs. One Resident Assistant will staff the front desk, while the other Resident Assistant will conduct rounds with the on-duty Resident Director. Two additional Resident Assistants will be on-call in their rooms, available to assist if needed. Residence Life Staff will wear masks when conducting rounds.

VI. CAMPUS SAFETY

COVID-19 CRISIS RESPONSE POLICIES

LIMESTONE UNIVERSITY - AUGUST 2020



Campus safety is tasked with enforcing COVID policies, especially face coverings, across Limestone campus. Please do not put yourself at harm's way or danger to enforce policies with students, co-workers, or visitors. Please direct issues related to COVID policies, including not practicing social distancing, face coverings, or other guidelines, to a member of the Limestone Cabinet or Campus Safety.

TRANSPORTING STUDENTS

Section	307	General Duties And Activities
Title	Transporting Students For Covid-19 Related Testing	

The following Guidelines shall be followed while transporting students who are displaying symptoms and/or have been in direct contact with someone who has tested positive for Covid-19. Campus Safety personnel will transport students who do not have other transportation available on campus and the student has an appointment scheduled through the Limestone University Health Center. After the appointment has been confirmed through the health center, the transporting officer will do the following:

- Obtain the student's name, location, and contact information from the health center
- Make voice contact with the student via departmental cell phone, identify yourself and state you are on your way to their location
- Advise the student you will be taking them to the testing site, and they are required to wear a mask during transport. If they do not have a mask, we will provide one for them.
- Only drive a patrol vehicle with a protective partition installed (if available)
- Prior to arriving at their location place a face mask in the back seat of the patrol vehicle if the student indicated they did not have one.
- Upon arrival make voice communication again and advise the student of your location outside, then ask them to sit in the back seat and to place the provided mask on if they are not already wearing one.
- Drive the student to the testing site
- Once you arrive at the testing site drop the student off at the front door and advise them to contact us when they are finished
- Depending on the location of the testing site and/or length of visit, officers may wait on site for the test to be completed (stay inside the patrol vehicle)
- Once the student is finished at the testing site, Officers will drive the student back to campus (the student should be wearing his/her mask)
- Depending on instructions from the health center the student may be transported to the designated area on campus for quarantine or they might be transported back to their residence hall for self-isolation.
- After the transport is complete, the transporting officer will return to the office and disinfect the vehicle while wearing PPE (gloves, facemasks, eye protection, etc). Clean all surfaces of the back seat including the exterior door handles with approved disinfectant wipes

During the transport if the student falls ill and/or has trouble breathing contact 911 immediately and advise them of your location.

INTERACTIONS WITH STUDENTS IN QUARANTINE AND/OR ISOLATION

Section	308	General Duties And Activities
Title	Interactions With Students In Quarantine And/Or Isolation Due To Covid-19	

The following guidelines shall be followed while having interactions with students who are quarantined and/or asked to be in Isolation while on campus. Campus Safety Officers will deliver meals and/or supplies to students who are quarantined and/or asked to isolate inside their dorm rooms by the Health Center. When a student is quarantined and/or in Isolation their name(s) and room number(s) will be given to our department for the sole purpose to have a record for meal delivery and other medical related services. At no time should the name(s) of a student in Quarantine and/or Isolation be released to any other member of the Limestone Community or anyone outside of the Limestone Community. If an officer is approached and/or receives a phone call inquiring about students being quarantined and/or testing positive for Covid-19, advise them the following; “I apologize, due to HIPPA Laws I can’t comment on any student’s medical conditions”. The person making the inquiry should then be referred to the Vice President of Communications and Marketing if they have further questions or concerns.

See the following definitions and guidelines when contacting students who are quarantined and/or asked to isolate on campus.

Quarantined:

If a student is asked to “Quarantine” he/she is more than likely experiencing COVID related symptoms while test results are still pending and/or they tested positive for COVID-19. Students who are asked to quarantine may be asked to stay off campus at the Fort House, or another designating location requested by Limestone University health center or the student’s personal residence.

Isolation:

If a student is asked to “Isolate” in their room, they may not be experiencing COVID-19 related signs and symptoms. He/she may have been in close proximity with someone who has tested positive for COVID-19 or is ill from other potential contagious illness (e.g. Flu, Cold, etc.).

PPE:

Officers responding to deliver meals, provide welfare checks, or to deliver supplies to students who are quarantined or placed in isolation **MUST** wear gloves, face masks, and face shield along with shoe coverings (if available). Disposable masks, shoe coverings and gloves should be discarded in a trash receptacle after services are rendered. Reusable face masks and face shields should be removed properly, wiped down with disinfectant wipes/spray and reused. (See Campus Safety Directive on Campus Safety Office Related to Covid-19 about wearing PPE while on duty)

Delivering Meals And Other Supplies:

Officers responding to deliver meals or other supplies will wear gloves, mask, and face shield prior to entering the student’s dorm or off campus location. When the officer arrives at the student’s door, he/she will knock and announce, “Campus Safety, I’m delivering your meal/supplies, etc..” The officer will wait until the student acknowledges through the closed door, then sit the meal/supplies on the floor then exit the area. Each student will be instructed not to open the door immediately and wait till the officer has left the area before opening the door to retrieve his/her food/supplies.

Welfare Check:

Officers may be asked to check on students in isolation and/or in quarantine on campus, (especially after normal business hours). When an officer conducts a “Welfare Check” on a student they will wear face masks, gloves, and a face shield. Officers shall knock and announce, “Campus Safety” and wait for the student to acknowledge. When the student acknowledges, ask the student(s) how they are feeling and if they need anything. Their response will then be relayed to the person who requested the welfare check (Nurse, student life, etc.).

No Response From Welfare Check:

While performing a welfare check and the officer is unable to obtain a response from inside, the officer will contact the nurses office during business hours or a Resident Director after hours to let them know entry needs to be made. The officer will then knock and announce three more times, then enter (“key in”) the student’s room/or off campus location (while wearing PPE). If the student is inside unresponsive or is feeling ill, EMS will be dispatched, and the student will be evaluated. Chief Petty and the Nurse should be contacted via voice communication if this occurs. An incident report shall be completed and marked “**confidential**.” If the student is not inside their room when the welfare check is completed, contact student life and the nurse immediately to assist with locating the student. A incident report shall be completed documenting the student left their quarantined area.

Documentation:

Due to Federal HIPPA laws, when an officer documents on his/her daily log in reference to delivering meals, supplies, or completing a welfare check on a student who is quarantined or asked to isolate on campus; he/she shall not include the student’s name or other personal identifiers on their daily log. If an incident report is completed, officers shall mark the report “confidential” at the bottom of the “Main Info” screen.

Officer Safety:

Officer safety is the number one priority while on duty. While interacting with students, faculty, staff, and guests’ officers shall wear a face mask or approved face covering. Latex gloves are also highly recommended when responding to incidents even when not related to Covid 19. It is everyone’s responsibility to inform their immediate supervisor if they notice PPE inventory is running low or if an officer is feeling ill.

PERSONAL PROTECTION

Departmental Directive - Campus Safety Office Protocols Related To Covid-19

Effective immediately all Campus Safety Personnel will adhere to the following guidelines while on duty related to Covid-19: (Officers will be updated with any changes)

Shift Change:

At shift change when the crew that is coming on duty arrives, officers that are about to go off duty will vacate the Campus Safety Office and stand outside on the porch until it is time to clock out. Only the on-duty sergeant and the sergeant coming on duty will remain inside to give pass down information. If the sergeant is off duty the senior officer will remain inside for pass down info.

Daily Temperature Readings:

Every officer will have their temperature taken when they arrive for duty. Temperature's will be taken and recorded on a log inside the medical locker by the on-duty supervisor. If the supervisor is absent, each officer's temperature will be taken by the senior officer on duty. If any officer's temperature is above the CDC's guidelines (**100.4**) they will be counseled privately by his/her supervisor and sent home. If an officer is sent home due to an elevated temperature, they will not be allowed to return to work until they have been without a fever without taking medications to control their fever for twenty four (**24**) hours. **(Notification (text) to the Chief of CS shall be made if someone is sent home due to elevated temperature).**

Campus Safety Office:

While on duty, officers should limit the amount of time inside the office only for meal breaks, report writing, or other duties that require you to be inside the office. While inside the office social distancing shall take place. Each officer should be at least six (6) feet away at all times. Workspaces should be cleaned at the beginning of each shift with disinfectant spray that has been provided by Sodexo. The door leading into the Campus Safety office will remain closed twenty-four (24) hours a day with a sign encouraging students to call dispatch and have an officer meet them to fulfill their requests or to use the online form to report **minor** incidents.

Patrol Vehicles:

At the beginning of each shift each patrol vehicle shall be cleaned inside with disinfectant spray provided by Sodexo.

PPE:

While on duty, officers **must** wear a face mask or approved face covering when they come in contact with students, faculty, staff, and guests. A face mask shall be worn during building patrols or when responding to an incident inside any facility.

Patrol:

At no time should officers patrol together on foot or in a vehicle. This includes Campus Safety supervisors that patrol with officers for training and/or other reasons until further notice. **The only exception is for new hires going through filed training.**

Responding To Medical Emergencies:

This includes ALL medical emergencies, universal precautions shall be taken, PPE such as gloves and masks shall be worn.

VII. CRISIS RESPONSE TEAM MEMBERS

COVID-19 CRISIS RESPONSE POLICIES

LIMESTONE UNIVERSITY - AUGUST 2020



Limestone University Cabinet

Dr. Darrell Parker	President
Dr. Monica Baloga	Provost
Reggie Browning	Vice President of Finance and Administration and CFO; Crisis Response Team - Chair
Charles Wyatt	Vice President of Communication and Marketing

Covid-19 Subcommittee

Sandy Green	Nurse; COVID-19 Sub-Committee - Co-Chair
Bobbie Wisher*	LPN
Kip Altman	Director of the Evening Program; COVID-19 Sub-Committee-Co-Chair
Jessica Goins*	Director of Residence Life and Housing
William 'Bill' Petty	Chief of Campus Safety
Jesse Sternberg*	Resident Director
Mary Campbell*	Counseling
Dr. Aubrey Sejuit	Counseling
Jim Long	CIO
Hayden Hutchings*	Director of Maintenance/Physical Plant
Ernest Meyers	Sports Information
Josh Nelson*	Athletic Training
Mary Willis*	Director of Social Work Technology Services
Dr. Mac Wicht	Professor of Biology
Jeremy Whitaker	Director of Finance/Controller/Bursar
Janie Corry*	Director of Human Resources
Diane Wilson*	Assistant to the Vice President of Finance and Administration
Donna Cody*	Administrative Assistant for Academic Affairs
Joe Fields*	Sodexo Dining Manager
Selena Blair*	Director of Equity and Inclusion
Renee Clyburn*	Special Assistant to the Provost



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