

**University of Arizona College of Medicine- Tucson (COM-T)  
Guidelines for Return to Campus**

As the incidence of new cases of COVID-19 in Pima County and Arizona continues to be monitored, University of Arizona re-entry teams are developing plans with these [guiding principles](#) for a staged return of employees and students to normal work and educational activities. This set of COM-T guidelines references re-entry plans for COM-T mission activities and focuses on the return of administrative and support staff to on campus activities at COM-T. All COM-T plans comply with the directives of the University. These guidelines will be shaped by other key recommendations such as the April 2020 CDC/White House [Guidelines-for-Opening-Up-America-Again](#) and recently released [CDC Guidelines](#). COM-T guidelines will be updated on a regular basis with [guidance](#) from UArizona leadership.

With regard to re-entry plans for COM-T mission activities:

- [Plans for resumption of physician training](#) have been submitted, are approved and are being implemented. For additional information contact COM-T Vice Dean for Education, Kevin Moynahan.
- All COM-T pre-baccalaureate (Pre-bac) student education programs will follow [provost re-entry group guidelines](#) with regard to return of students and faculty
- All COM-T graduate programs will follow [RII guidelines](#) and/or [UArizona Graduate College guidelines](#), as applicable.
- The COM-T Research community will follow [RII guidelines](#).
- COM-T clinicians/clinical departments will follow Banner University Medicine Guidance related to reopening and conduct of clinical activities. Contact the chair or administrator of individual departments for specific guidance.

**GUIDING PRINCIPLES FOR RETURN OF COM-T ADMINISTRATIVE AND SUPPORT STAFF**

- All activities will comply with [University Guidelines](#).
- All employees will comply with the request from the Provost to [evaluate their personal risk](#) and, if needed, have a conversation with their supervisor regarding temporary modified working conditions. Supervisors will facilitate equitable outcomes for all students, staff, and faculty regardless of race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity or their need to refrain from in-person activities due to concerns about COVID-19. More information can be found on the CDC page on [COVID-19 in Racial and Ethnic Minority Groups](#)
- Educational activities will be virtual unless personal interaction is essential for clinical training, and will follow the guidance of the Provost and the COM-T Vice Dean for Education. Students needing special accommodations will discuss with their house dean and determine best course of action.
- Laboratory research activities will follow the guidance of the Senior Vice President for Research Innovation and Impact (RII) and the COM-T Vice Dean for Research, Jason Wertheim.
- Face to face interactions will be minimized through the use of teleconferencing.
- Face Coverings are [required](#) while on campus except in single use offices and vehicles.
- Group size for conferences and meetings will be limited.
- Scrupulous attention will be given to handwashing and hand sanitizing.
- Social distancing of at least 6 ft will be maintained between persons on campus at all times
- Frequent cleansing of occupied workspaces will be done per [CDC](#) and UArizona disinfection guidelines
- Individuals with any [symptoms](#) suggestive of illness will work from home for at least 14 days following onset of symptoms. In the event that an employee becomes ill with COVID symptoms/tests positive for

COVID-19 they will follow [university policy](#) with regard to staying home, taking care of themselves and notifying their supervisor.

- In the event that a supervisor becomes aware that one of the employees is ill/tests positive with COVID-19 the supervisor will follow [university protocols](#) with regard to notification and related personnel actions.

### RESUMPTION OF ONSITE COM-T STAFF ACTIVITIES

The CDC/White House guidelines (Figure below) describe three phases of progressive loosening of current restrictions, each triggered by “gating criteria” that emphasizes 14 days of decreasing disease burden before progressing to the next phase (see below). In addition, we will use University guidance (<https://www.arizona.edu/coronavirus-covid-19-information>) with consideration of local data (e.g., the [Pima County Health District data](#) and Arizona Department of Health Services data (<https://azdhs.gov/preparedness/epidemiology-disease-control/infectious-disease-epidemiology/index.php#novel-coronavirus-home>) in decisions to resume on-campus staff activity at COM-T.



## Proposed State or Regional Gating Criteria

(Satisfy Before Proceeding to Phased Opening)

### SYMPTOMS

Downward trajectory of influenza-like illnesses (ILI) reported within a 14-day period

AND

Downward trajectory of COVID-like syndromic cases reported within a 14-day period

### CASES

Downward trajectory of documented cases within a 14-day period

OR

Downward trajectory of positive tests as a percent of total tests within a 14-day period (flat or increasing volume of tests)

### HOSPITALS

Treat all patients without crisis care

AND

Robust testing program in place for at-risk healthcare workers, including emerging antibody testing

\*State and local officials may need to tailor the application of these criteria to local circumstances (e.g., metropolitan areas that have suffered severe COVID outbreaks, rural and suburban areas where outbreaks have not occurred or have been mild). Additionally, where appropriate, Governors should work on a regional basis to satisfy these criteria and to progress through the phases outlined below.

### **Phase 1 – will begin on the 15<sup>th</sup> consecutive day of declining cases in Pima County, or at the direction of the Provost**

Telework will continue and is encouraged in Phase 1, which should minimize changes to current College activities. Anyone on campus will be required to comply with Provost and University guidance regarding face covering, screenings and testing.

Social distancing (6 feet) and group size limits ( $\leq 10$ ) will be observed. Hand sanitizer and sanitizing wipes will be available throughout the buildings. Sneeze guards will be placed in public facing open-desk and cubicle learning and working environments. Vulnerable populations will continue to shelter in place and work virtually with

temporary modified work conditions. Social distancing and group size must be maintained throughout COM-T buildings, including and not limited to elevators, stairwells, conference rooms and common areas. Most common areas will be closed to prevent congregation of employees or students. Only essential business travel will be permitted per University guidance and approval.

**Phase 2- will begin on the 15<sup>th</sup> day of declining cases in Pima County following implementation of Phase 1 or at the direction of the Provost**

Telework is still encouraged in Phase 2, but consideration can be given to phasing in on-site activities. Anyone working on campus will be required to comply with Provost and University guidance regarding face covering, screenings, training and testing.

Group size limits may increase consistent with guidance from the CDC, and University. Workplace precautions including personal sanitizing supplies and sneeze guards will continue. Vulnerable populations/those with temporary modified work conditions will continue to remain at home and work virtually.

Sanitation and cleaning protocols will continue under the direction of the Office of Facilities Management. Most common areas will remain closed to prevent congregation of employees or students. Non-essential business travel may resume.

**Phase 3 – will begin at the direction of the Provost**

We will proceed to Phase 3 when permitted by University guidelines. During Phase 3, on-campus activities can return to pre-COVID levels without group size limitations or physical distancing. Masks will no longer be required. Sanitizing supplies remain easily available. Vulnerable populations can resume public activities but should maintain social distancing. Sanitation and cleaning protocols will continue under the direction of the Office of Facilities management. Common areas will be open. Business travel will be unrestricted.

**CURRENT STATUS OF COLLEGE ACTIVITIES RELATED TO RE-ENTRY OF STAFF AS OF JULY 18, 2020**

Gating criteria identified above has not yet been met for entry into Phase 1. Guidance from University of Arizona leadership (<https://www.arizona.edu/coronavirus-covid-19-information>) encourages staff to continue working from home. Although staff are allowed on campus, it is strongly recommended that on site presence of COM-T administrative and support staff be limited to essential and occasional occurrences. Research activities at the college are currently in phase 3 of a 6 phase RII re-entry plan. Research staff will follow RII guidance. Re-entry of Medical Students to clinical rotations began June 1 with year 3 students and June 8 with year 4 students per the University approved plan. Orientation of first year students begins Monday, July 20 and will be primarily virtual with brief small group in-person sessions for students with society mentors and Student Affairs house deans. In addition to welcoming the students to COM-T, these sessions will serve to remind the Class of 2024 of the importance of wearing a mask, social distancing and handwashing as the academic year begins.

Significant preparation for the return of COM-T workforce to campus has taken place at COM-T including:

- Acquisition / installation of hand sanitizer stations
- Acquisition / installation of plexiglass sneeze guards where “public facing” transactions may occur
- Acquisition of hand sanitizer, face coverings for all employees and for visitors
- Acquisition / installation of directional and social distancing signage
- Identification of surge space to accommodate employees in open work areas where desks are proximate
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We understand that University facilities and risk management officers are developing training modules and protocols related to new procedures including:

- Testing, tracing and treating
- Donning and doffing face coverings and gloves
- Disinfection of workstation/work area routines
- Number of workers in shared spaces
- Increased airflows in buildings
- Installation of no touch restroom fixtures
- One-way movement flows in buildings
- Use of elevators

We understand that University leadership / re-entry task forces will provide guidance regarding staggered work shifts, continuation of work from home arrangements for some roles, high availability of campus virus testing, tracing and treating, wrap-around health and wellness supports for staff. In light of updated [CDC guidance](#), careful attention will be given to maintaining appropriate distance among employees while maintaining face covering protocols at all times. In person, small group activities will be limited to essential activities only.

#### NEXT STEPS

- All department COM-T units will ensure that temporary modified work condition requests/ conversations for employees in their units are completed and appropriate actions taken. Supervisors will facilitate equitable outcomes for all students, staff, and faculty regardless of race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity or their need to refrain from in-person activities due to concerns about COVID-19.
- Based on University guidance, temporary modified work conditions approval for employees in the unit, and need for essential staff on sight, COM-T units will prepare a proposal for Phase 1 *limited* re-entry of administrative and support staff for their unit for submission to the dean's office upon request
- Staff will complete all University facilities and risk management training modules prior to returning to work onsite per university guidelines.
- The Office of the Dean of Medicine will review and update these guidelines as needed in the context of new University guidance. Updates will be communicated in the Dean's Weekly Message.

If you have questions or need more information regarding these guidelines, please contact Judy DiMarco at [jdimarco@arizona.edu](mailto:jdimarco@arizona.edu)