

**Department of Nursing**  
**COVID-19 Prevention, Screening, Exposure, and Reporting for Clinical Courses**

**Policy**

This policy aims to define COVID-19 prevention and response actions for faculty and students based on guidelines from the [World Health Organization](#) (WHO) and the [U.S. Centers for Disease Control](#) (CDC). As the knowledge of this virus evolves, transmission prevention, disease symptoms, and responses are subject to change; therefore, this policy is subject to change according to updated requirements or recommendations from the CDC, state and regional Health and Human Services, clinical agencies, or university administration.

This policy applies to all students and faculty who are attending an in-person clinical or laboratory experience as a component of Department of Nursing course work.

Immediately prior to engaging in clinical or laboratory work, all students and faculty will be assessed for symptoms of COVID-19 using the Sonoma State University online wellness check tool at <http://covid19.sonoma.edu/screen>. Students and faculty will also comply with agency specific screening requirements while engaged in clinical activities.

**Faculty and students are required to stay home if experiencing symptoms associated with COVID-19 infection to include:**

- Fever above 99.9 degrees Fahrenheit or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Faculty and students who have close contact, known COVID-19 exposure or are symptomatic for COVID-19, will report this via text or phone to their clinical faculty member as soon as possible. Clinical faculty will immediately notify the Chair of Nursing by text or phone call. The Chair of the Department of Nursing or designee will immediately notify risk management emergency services by emailing [covid.monitoring@sonoma.edu](mailto:covid.monitoring@sonoma.edu) or calling COVID Monitoring Hotline (707) 664-2684 (707-664-COVID).

Faculty and students are held accountable for truthful reporting during COVID-19 screening, and to fully cooperate with contact tracing should disease exposure or illness occur.

**Faculty and students are always required to follow infection control practices to include, wearing a mask during clinical or laboratory experiences and performing hand hygiene.**

- In the laboratory, face masks are required at all times, with social distancing per laboratory faculty and staff instruction (see Appendix A).
- At the clinical site, faculty and students will strictly adhere to the specific procedures required by the healthcare agency, including the correct donning and doffing of personal protective equipment as warranted by a patient condition.

## **Procedures**

### **Contagion Prevention and Training**

**All DON students and faculty should:**

- Avoid contact with others outside of one's immediate household.
- When outside the home, maintain 6 feet distance and wear a mask.
- Clean hands frequently, especially after any encounters with others or with objects potentially touched by others.
  - Wash with soap and water for at least 20-30 seconds or use alcohol-based hand sanitizer until completely dry.
- Sanitize commonly touched surfaces frequently.
- Avoid face touching when encountering others or objects potentially touched by others until handwashing can be done.
- Students are required to complete an online COVID training module

### **Screening**

#### **At the Clinical Site**

**Clinical faculty and students are responsible to do the following:**

- Stay home if sick, especially with symptoms consistent with COVID-19.
- If experiencing symptoms, immediately initiate post-exposure procedures (see **Post-Exposure section** below).

**Students are additionally responsible to do the following:**

- Self-report any symptoms of COVID-19 to the clinical faculty as soon as possible.
- If illness symptoms develop or an exposure occurs during the clinical experience, take the following actions:
  1. Cease all patient encounters immediately.
  2. If clinical faculty is onsite, alert faculty immediately.
  3. If clinical faculty is off-site, notify supervising RN and leave the facility. Contact faculty immediately.

4. Initiate post-exposure procedures (see **Post-Exposure section** below).
5. Strictly adhere to any additional requirements directed by the clinical agency.

**On-site clinical faculty are responsible to do the following:**

Meet students before entering the healthcare facility to:

- Comply with any agency-specific screening requirements.
- Students cannot enter the building unless pre-screened by faculty or agency staff.
- Strictly adhere to any additional requirements directed by the clinical agency.
- If symptoms or an exposure occur at any time during the clinical day:
  - Initiate **Post-Exposure** procedures immediately.
  - Send a high importance email message or text to the Chair of the Department of Nursing.

**Off-site clinical faculty are responsible for the following:**

- Maintain regular communication with students.
- Instruct students to complete the SSU Wellness Check screen online.
  - If self-assessment indicates possible exposure, the student should begin post-exposure procedures (See **Post-Exposure** procedures), and alert faculty as soon as possible.
- If alerted to a student with a potential exposure:
  - Instruct the student to initiate **Post-Exposure** procedures immediately.
  - Contact the RN supervising the student.
  - Strictly adhere to any requirements directed by the clinical agency.
  - Send a high importance email message or text to the program director and/or the chair of the Department of Nursing.

**On-Campus**

**DON Laboratory Infection Control Procedures**

- Complete the [SSU Wellness Check](#) screening assessment prior to entering the campus.
- Wear a mask at all times.
- Follow guidelines outlined in Appendix A

**Exposure**

Students and faculty are required to report close contact exposures to the DON and to abide by the following procedures.

**Close Contact Exposure [Definition](#)**

- Face-to-face contact with a probable or confirmed case within 6 feet, and for more than 15 minutes.
- Direct physical contact with a probable or confirmed case.

- Direct care for a patient with probable or confirmed COVID without use of proper personal protective equipment.
- Possibly other situations as indicated by clinical risk assessments (i.e. contact tracing).

### **Post-Exposure Procedures**

The following procedures will be followed by students and faculty who have had a close contact exposure or experience COVID-19 symptoms in order to be cleared to return to a clinical site or the DON laboratory/simulation facilities unless updates from the CDC recommend new procedures. Please see <https://www.cdc.gov/coronavirus/2019-ncov/hcp/return-to-work.html>

#### **Asymptomatic:**

- Quarantine at home, away from others, for 10 days after exposure to someone who is confirmed positive for COVID-19.
- Complete COVID-19 testing if required by clinical agency policies.
- If symptoms develop, immediately follow the symptomatic guidelines below.

#### **Symptomatic:**

- Contact your healthcare provider or seek medical attention as soon as possible.
- Quarantine at home, away from others, immediately at onset of symptoms and continue quarantine until the following criteria are met:
  - 3 days with no fever **AND**
  - Respiratory symptoms have improved (e.g. cough, shortness of breath) **AND**
  - 10 days since symptoms first appeared
- Provide documentation of clearance to return to clinical from your health care provider.
- Complete COVID-19 testing if required by clinical agency policies.
- If symptoms recur, the quarantine period must be repeated.

### **Contact Tracing**

In the event of an exposure risk or if there is a confirmed positive COVID-19 test result for a student or faculty, the following steps will be taken.

- Faculty will contact the Program Director and Chair in a high importance email as soon as alerted to exposure.
- The Chair of the Department of Nursing will work with the Sonoma State administration to follow their policies for confirmed positive students or faculty.
- Once DON is notified of exposure, students and faculty will be contacted to disclose potential exposure of others within DON or clinical partners.

### **Missed Course Time**

It is mandatory for students and faculty to remain home when sick. **This is the top priority.**

- Students should contact clinical faculty regarding missed clinical time.
- Clinical faculty will consult with Program Director and Department Chair to establish a plan for missed clinical time with consideration for the DON policy for the allowed number of missed clinical hours.

**Appendix A**  
**Nursing Implementation Plan for Clinical Rotation in Person Exceptions Fall 2020**

The nursing skills/simulation lab will be moving from Nichols Hall 149 to Salazar 1030 for the Fall 2020 to allow for necessary social distancing in the classroom setting. Students will only be permitted on campus to attend their designated skills session. No eating or drinking will be allowed in the classroom. Please note that dates listed below are subject to change.

**August 13 and August 14, 2020: CNA workshop 8am – 6pm (12 students 3 instructors each day)**

12 students and 3 faculty will participate in a two-day skill intensive.

Prior to entering the classroom students and faculty will complete the SSU wellness check (<https://covid19.sonoma.edu/screen>). Students will sanitize hands upon entering and will be provided a surgical mask if they do not have a personal mask of their own. The expectation will be that masks will always be worn while in the classroom and traveling around campus. Students will wash or sanitize their hands after any contact with other students. All students will be reminded to avoid touching their face.

- Skills stations will be set up around the space – allowing for 6 feet minimum social distancing between stations.
- Students will be divided into groups of 3 and remain in those groups for the entire workshop to minimize potential exposure.
- All equipment will be wiped down with a cleaning agent (bleach solution or wipes) between small groups.
- At the end of the day, faculty and students will wipe down all surfaces, door handles and equipment prior to leaving for the day.

**NURS 301 (12 students three instructors each day)**

**August 20, 21, 28, 29, Sept 3, 4, 10, 11, and 17, 18 from 8am – 6pm**

Prior to entering the classroom students and faculty will complete the [SSU wellness check](#). Students will sanitize hands upon entering and will be provided a surgical mask if they do not have a personal mask of their own. The expectation will be that masks will always be worn while in the classroom and traveling around campus. Students will wash or sanitize their hands after any contact with other students. All students will be reminded to avoid touching their face.

Group A (12 students) will come to campus at 7:30am-9:30am for content related to the assigned skills and stay for skills in the morning from 10am – 1pm.

Group B (12 students) will via content remotely via Zoom from 7:30am -9:30am and then come to the campus for skills in the afternoon from 2pm – 5pm.

(These students will rotate so all have opportunity for content f2f and Zoom)

- Skills stations will be set up around the space – allowing for 6 feet minimum social distancing between stations.
- Students will be divided into groups of 3 and remain in those groups for the entire on-campus days to minimize potential exposure.

- All equipment will be wiped down with a cleaning agent (bleach solution or wipes) between small groups.
- At the end of the morning session and again at the end of the day, faculty and students will wipe down all surfaces, door handles and equipment prior to leaving the classroom.

### **NURS 303**

#### **9/24, 9/25, 10/29 8am-5pm (8 students one instructor each day)**

Prior to entering the classroom students and faculty will complete the [SSU wellness check](#). Students will sanitize hands upon entering and will be provided a surgical mask if they do not have a personal mask of their own. The expectation will be that masks will always be worn while in the classroom and traveling around campus. Students will wash or sanitize their hands after any contact with other students. All students will be reminded to avoid touching their face.

On 9/24 (8 students), 9/25 (8 students), 10/29 (8 students) students will be on campus for orientation and skills related to OB.

- Skills stations will be set up around the space – allowing for 6 feet minimum social distancing between stations.
- Students will be divided into groups of 3 and remain in those groups for the entire on-campus days to minimize potential exposure.
- All equipment will be wiped down with bleach solution or antiseptic wipes between small groups.
- At the end of the morning session and again at the end of the day, faculty and students will wipe down all surfaces, door handles and equipment prior to leaving the classroom.

### **NURS 407**

#### **August 19 and 26<sup>th</sup>; second rotation date to be determined from 8am-5pm**

A clinical group of 8 students and their instructor will participate in a one day intensive skills session. Prior to entering the classroom students and faculty will complete the [SSU wellness check](#) prior to coming to campus. Students will sanitize hands upon entering and will be provided a surgical mask if they do not have a personal mask of their own. The expectation will be that masks will always be worn while in the classroom and traveling around campus. Students will wash or sanitize their hands after any contact with other students. All students will be reminded to avoid touching their face.

- Skills stations will be set up around the space – allowing for 6 feet minimum social distancing between stations.
- Students will be divided into groups of 2 and remain in those groups for the entire on-campus days to minimize potential exposure.
- All equipment will be wiped down with bleach solution or antiseptic wipes between small groups.
- At the end of the morning session and again at the end of the day, faculty and students will wipe down all surfaces, door handles and equipment prior to leaving the classroom.

### **NURS 409**

#### **October 8 and 9<sup>th</sup> 8am-5pm (8 students and two instructors)**

A clinical group of 8 students and their instructor will participate in a one day intensive skills session. Prior to entering the classroom students and faculty will complete the [SSU wellness check](#) prior to coming to campus. Students will sanitize hands upon entering and will be provided a surgical mask if they do not have a personal mask of their own. The expectation will be that masks will always be worn while in the classroom and traveling around campus. Students will wash or sanitize their hands after any contact with other students. All students will be reminded to avoid touching their face.

- Skills stations will be set up around the space – allowing for 6 feet minimum social distancing between stations.
- Students will be divided into groups of 2 and remain in those groups for the entire on-campus days to minimize potential exposure.
- All equipment will be wiped down with bleach solution or antiseptic wipes between small groups.
- At the end of the morning session and again at the end of the day, faculty and students will wipe down all surfaces, door handles and equipment prior to leaving the classroom.