

**Laramie County Community College
Health Sciences and Wellness
COVID-19 Information and Guidelines**

These guidelines are being issued as a supplement to the School of Health Sciences and Wellness' Policies Handbook (12/10/19 version) to be used for all students and clinical education settings associated with Laramie County Community College's health programs. Additional guidelines and updates will be provided as needed as the COVID-19 situation evolves and changes.

General Information

Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus. This zoonotic virus spread from China to many other countries around the world, including the United States. This has resulted in COVID-19 being deemed a pandemic. (CDC, 2020)

The virus is thought to spread mainly from person-to-person, including:

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person speaks, coughs, or sneezes. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. It may be possible that a person can get COVID-19 by touching a surface or object that has SARS-CoV-2 on it and then touching their own mouth, nose, or possibly their eyes. People are thought to be most contagious when they are most symptomatic. However, there is evidence to show that spread is possible before people show symptoms (pre-symptomatic transmission). In addition, there have been reports where asymptomatic COVID-19 carriers have transmitted the disease.

The primary symptoms of COVID-19, which can occur between 2 and 14 days after exposure, include:

- Fever or chills
- Cough
- Shortness of breath
- A sudden loss of taste and smell
- Muscle or body aches
- Headache
- Congestion or runny nose
- Some digestive symptoms such as nausea, vomiting, or diarrhea have also been reported.

Individuals diagnosed with COVID-19 can exhibit mild to moderate symptoms, but up to 20% of those infected exhibit severe symptoms and complications, including pneumonia, persistent chest pain or pressure, difficulty breathing, cyanosis, and death. According to the Center for Disease Control and Prevention (CDC) (2020), all individuals are at risk for becoming infected, but current epidemiology studies indicate that older adults (those over age 65) and people of any age who have underlying medical conditions might be at higher risk for severe illness from COVID-19.

(www.cdc.gov/coronavirus/2019-ncov)

Currently, there are no vaccines for COVID-19 or drugs to treat the condition once an individual has been diagnosed with the disease; only supportive care can be provided. Therefore, the best methods to fight the spread of this communicable disease are through prevention and strict infection control procedures. For the general population and LCCC students, these prevention procedures include:

- Frequent and thorough hand washing. If soap and running water are not immediately available, provide alcohol-based hand rubs containing at least 60% alcohol
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Staying home if ill
- Completing all required health screening protocols* prior to coming to campus or attending clinical education facilities;
- Respiratory etiquette, including covering coughs and sneezes
- Practice social distancing, remaining at least 6 feet away from another person and avoiding gathering of groups of 25 or more people;
- Wearing face masks or face coverings on campus when social distancing is not possible; and
- Following stay-at-home or other public health orders.

(R2B Plan Phases I and II. www.lccc.wy.edu, 6/2020) *See Appendix A for CastleBranch's health screening questions

Healthcare Workers and Student Clinical Guidance

According to the CDC, healthcare personnel (HCP) refers to, "...all paid and unpaid persons serving in healthcare settings who have the potential for direct or indirect exposure to patients or infectious materials, including body substances; contaminated medical supplies, devices, and equipment; contaminated environmental surfaces; or contaminated air. For this document, HCP does not include clinical laboratory personnel." (<https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assessment-hcp.html#table1>) Based on this definition, students enrolled in one of the Health Sciences and Wellness programs at Laramie County Community College (LCCC) with clinical assignments in healthcare facilities are subject to the same procedures and guidance followed for the employees of their clinical sites.

For healthcare workers, spread of the SARS-CoV-2 virus is thought to occur mostly from person-to-person via respiratory droplets among close contacts. Close contact for healthcare exposures is defined as follows: a) being within approximately 6 feet (2 meters), of a person with COVID-19 for more than 10 minutes (such as caring for or visiting the patient; or sitting within 6 feet of the patient in a healthcare waiting area or room); or b) having unprotected direct contact with infectious secretions or excretions of the patient, including sputum, serum, respiratory droplets, and blood (i.e., being coughed on, touching used tissues with a bare hand). (WDH HAN COVID-19 March 13, 2020) (www.cdc.gov, 2020) (CRMC COVID-19 Guidance 5/2020)

Infection Control in Healthcare

In addition to the infection control procedures for the general public discussed earlier, healthcare facilities are actively taking additional steps based on CDC recommendations to prevent the transmission of COVID-19 using three primary approaches:

- 1) *Limiting how pathogens enter the facilities:* These include measures such as limiting entrances, screening patients for respiratory symptoms, encouraging respiratory hygiene in

the facility, the increased use of telemedicine, and the cancellation of elective or non-critical procedures.

- 2) *Isolating symptomatic patients as soon as possible:* Many facilities have reconfigured their entrances, waiting rooms, and treatment areas to place patients with COVID-19 or suspected COVID-19 in separate areas or different buildings altogether. COVID-19 patients must be provided with a mask upon entering the facility, and if admitted, must be placed in private rooms--and a private bathroom, whenever possible.
- 3) *Protecting healthcare personnel:* These measures include an emphasis on hand hygiene, creating barriers to the triaged entrance area, placing COVID-19 patients in separate areas of the facility, limiting the number of staff providing care for COVID-19 patients, prioritizing and limiting aerosol-generating procedures, and implementing Personal Protective Equipment (PPE) procedures and strategies, adhering to standard and transmission-based precautions. <https://www.cdc.gov/coronavirus/2019-ncov/infection-control>

It is for the reasons above that several clinical education centers made the decision in March 2020 to not host LCCC students for an indefinite period. With more testing and monitoring now available, many clinical facilities are now allowing students to resume their clinical experiences. However, student assignments may still be subject to change if COVID-19 cases begin to increase, if public health orders change, and/or based on individual facility circumstances and resources. Each HSW health program will continue to monitor their accrediting bodies' policies and their clinical sites' policies and availability so that students are able to complete their programs as expediently as possible.

When students re-enter their clinical rotation assignments, the following principles should be considered:

- 1) Because the physical layout and workflow of the clinical site and specific clinical assignment area may have changed due to the facility's revised infection control procedures, clinical sites are expected to provide an orientation to all students regarding their COVID-19 containment measures, their expectations of student participation in potential COVID-19 patient interactions, and the expected PPE and infection control protocols.
- 2) To maintain social distancing, students are expected to maintain a distance of at least 6 feet from others whenever possible. In addition, congregating in groups is discouraged (i.e., cafeteria, lobbies, and waiting rooms.)
- 3) Generally, students have not been routinely assigned to patients kept in Isolation, and with the recent rapid spread of COVID-19 and the limited supply of personal protective equipment (PPE), it is likely that students will also not be routinely assigned to directly care for patients diagnosed with COVID-19. However, this will vary with each facility's protocols and each program's clinical assignments, and this can still place a student in the medium-risk of exposure, based on OSHA guidelines (OSHA, 2020). Workers with a medium exposure risk may still need to wear some combination of gloves, a gown, a face mask, and/or a face shield or goggles. CDC instructions for donning and doffing PPE may be found at: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/using-ppe.html>. A video tutorial for putting on PPE is available from the CDC at: <https://youtu.be/of73FN086E8>.
- 4) **Recognizing that a student's exposure risk could be medium to high, depending upon their clinical assignment, students are required to strictly follow their facility's COVID-19 infection control and PPE guidelines.**

- 5) Because COVID-19 is a respiratory illness, face masks serve as the most commonly worn type of PPE in health care facilities. Face masks will be worn each clinical day and students are expected to follow these general guidelines:
 - a. Students will be required to wear a cloth or procedural mask during clinical hours and in all patient care and public areas as specified by the clinical site;
 - b. Disposable masks will be disposed of after each day of clinical, or anytime the mask becomes soiled;
 - c. Cloth masks must be laundered daily using detergent, hot water, and dried using the highest heat setting. CDC guidelines for appropriate laundering are available at: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wash-cloth-face-coverings.html>;
 - d. If a student has been issued an N-95 mask, the clinical site may require proof of proper fit-testing;
 - e. If a student fails to arrive with or follow the clinical site's face mask or PPE protocols, the student may be sent home and an absence or tardy may be documented using each program's clinical attendance policies.
- 6) Due to the limited availability of PPE, a clinical site may ask individual programs to supply the necessary PPE for the students assigned to their site. LCCC will make every effort to comply with these requests. In the event that the request cannot be met, a student may need to be re-assigned to another alternative site.

COVID-19 Exposure Documentation and Clinical Attendance Guidelines

Because of their potential frequent and close contact with vulnerable individuals in healthcare settings, CDC guidelines recommend that healthcare workers and students are also responsible for monitoring themselves to quickly identify early COVID-19 symptoms and prevent transmission to patients, other healthcare workers, and visitors. If a student develops signs of a respiratory condition (fever, sore throat, cough, or shortness of breath), they should not attend clinical while they exhibit any of these symptoms, following the normal clinical absence notification procedures of the applicable program. Individual programs are encouraged to develop or revise their clinical attendance policies to prevent the spread of COVID-19.

Health Monitoring

Each HSW health program will determine the clinical clearance requirements and screening frequency that meet their needs and their clinical facilities' needs. In general, most clinical facilities require that all health screening criteria are met (i.e., that no symptoms of COVID-19 are present) each day the student attends clinical. Clinical sites may also require the completion of their health screening protocols in addition to those required by LCCC; some facilities may also require the documentation of normal temperature readings prior to a clinical assignment.

To document that students are meeting the COVID-19 health monitoring requirements of clinical facilities, the LCCC Health Sciences and Wellness (HSW) School has contracted with CastleBranch to electronically record this information in addition to the student's immunization, drug screening, and background check account. This new module includes questionnaires regarding exposure to COVID-19, travel history, symptoms, educational training on infection control and proper handwashing techniques, and a daily temperature log.

Temperature Monitoring: To comply with CDC and clinical policies, daily temperature monitoring is required under the following circumstances:

- 1) The student or faculty member is assigned to a clinical site that mandates this as a condition for student assignment at its clinical facilities;
- 2) The student's educational program is requiring this health monitoring component; and/or
- 3) The student has been exposed to COVID-19, either in the clinical setting or through a personal contact (a family member or friend), and is completing the required 14-day quarantine period. (See pages 6-7 regarding COVID-19 Exposure.)

Temperature Monitoring Instructions: Students are expected to take their temperature with an electronic thermometer two times a day, once in the morning, and again in the evening. If you do not have an electronic thermometer, please let your Clinical Coordinator and/or Program Director know as soon as possible. It is recommended that the temperature be taken at the same times each day, and that they are not taken immediately after any meals or beverages. Record each reading in the CastleBranch website form (and/or the applicable clinical facility's form) as soon as possible.

Please also note the following policies and procedures regarding this health requirement. Any temperature reading 100 degrees F or higher:

- 1) Will light up in red on the CastleBranch record;
- 2) Prevents you from attending clinical or an on-campus class or lab;
- 3) Must be reported to the appropriate program representatives and/or your clinical instructors/preceptors;
- 4) Must also be documented on that day's health screening questionnaire as appropriate; and
- 5) Will require further medical intervention. Students will need to call their primary care provider for further guidance, testing, and treatment.

Students are advised that the failure to complete any of their program's required health screenings in an honest and timely manner may prevent or delay their clinical placement and students may also be subject to disciplinary action, up to, and including, program dismissal. The inability to obtain the necessary clinical hours and/or competencies may also prevent or delay the student's completion of the applicable clinical course and/or the program.

Exposure Reporting

If Exposure Occurs At the Clinical Setting: In support of the Standard Health and Safety Practices and Exposure Guidelines outlined in the Health Sciences and Wellness Policy Handbook on pages 9-11, student exposure to COVID-19 should be handled as follows: In the event that a student is exposed to the COVID-19 virus as a result of their clinical assignment, this should be reported immediately to their on-site clinical instructor/preceptor, the program's Clinical Coordinator (if applicable), and the Program Director. An Incident Report or other documentation will be completed; a meeting with the facility's Infection Control and/or Occupational Health staff may also be required. At a minimum, the following information should be included in the exposure report as recommended by the recent *Infection Control for Healthcare Personnel* document published by the CDC in October 2019, "...Include(ing) where, when, and how the exposure occurred, the duration and extent of the exposure, and whether appropriate PPE

was used and functioned correctly." (<https://www.cdc.gov/infectioncontrol/pdf/guidelines/infection-control-HCP-H.pdf>, p.40) This information can then be used to determine the need for further follow-up and testing for the virus.

Testing* for the virus will follow the clinical site's protocol for documented COVID-19 exposures. As outlined in Current guidance from the CDC have established the following four testing priorities based on the type of exposure and the symptoms presented:

| | |
|---|---|
| PRIORITY 1 Ensures optimal care options for all hospitalized patients, lessen the risk of healthcare-associated infections, and maintain the integrity of the U.S. healthcare system | • Hospitalized patients • Healthcare facility workers with symptoms |
| PRIORITY 2 Ensures those at highest risk of complication of infection are rapidly identified and appropriately triaged | • Patients in long-term care facilities with symptoms • Patients 65 years of age and older with symptoms • Patients with underlying conditions with symptoms • First responders with symptoms |
| PRIORITY 3 As resources allow, test individuals in the surrounding community of rapidly increasing hospital cases to decrease community spread, and ensure health of essential workers | • Critical infrastructure workers with symptoms • Individuals who do not meet any of the above categories with symptoms • Healthcare facility workers and first responders • Individuals with mild symptoms in communities experiencing high numbers of COVID-19 hospitalizations |
| Non-Priority | • Individuals without symptoms |

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/priority-testing-patients.pdf>

*Please be advised that as testing for COVID-19 becomes more widely available, CDC and clinical site protocols may change.

The risk of the exposure is based on the type and extent of contact and the presence of PPE as outlined in the following link: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assessment-hcp.html#table1>.

The preferred method of student screening is testing for the virus. If testing is available, a self-quarantine period of 4-5 days with temperature and symptom monitoring may still be necessary due to the incubation period of the virus. If the test is positive, the guidelines below for a positive test will be followed. If the test is negative, the student may return to clinical and/or campus, providing this documentation to the program's Clinical Coordinator and/or Program Director (and the Dean of Students for campus classes.)

Depending upon the clinical site's policy, the student may still be required to be excused from clinical for up to 14 days to ensure no symptoms emerge. The student will also be advised to contact their primary care provider, and advised to maintain social distance (at least 6 feet) from others at all times and self-monitor for symptoms, including checking their temperature twice a day as specified in the Temperature Monitoring section of this policy (See page 5), watching for fever, cough, shortness of

breath, or other symptoms of COVID-19 (see list on page 1 of this policy), and avoiding contact with people at higher risk for severe illness from COVID-19.

If a positive test results, the student will be excused from clinical for the duration of the illness. They may return to clinical following the clinical site's protocols. Using CDC guidelines, this can be after two, negative tests taken 24 hours apart, result **OR** at least 3 days (72 hours) have passed since the resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath) **AND** at least 10 days have passed since symptoms first appeared. Please be advised that *at this time, LCCC is requiring a physician's note be provided to Human Resources (for LCCC employees) or the Dean of Students (for students) to return to campus. Clinical sites may also require this type of documentation in order to resume clinical experiences and/or may require wearing a medical face mask at the site until all respiratory symptoms, if present, have dissipated.* R2B Plan Phase 1. www.lccc.wy.edu; <https://www.cdc.gov/coronavirus/2019-ncov/healthcare-facilities/hcp-return-work.html>

As outlined in the Health Sciences and Wellness Policy Handbook on page 9, it is highly recommended that students carry their own health insurance. If a student requires treatment, clinical site policy will prevail, and all costs are the responsibility of the student.

If Exposure Occurs Outside the Clinical Setting: If a student has been in close contact with an individual outside of clinical (i.e., a friend or family member) who tests positive for COVID-19, they should report this to the program's Clinical Coordinator (if applicable), and the Program Director as soon as possible. In addition, a health screening form (either in CastleBranch – see Appendix A or LCCC's Form in Appendix B) will be completed for that day documenting this. The student will email the completed health screening form(s) to the program's Clinical Coordinator (if applicable) and the Program Director. A copy of LCCC's screening form (Appendix B) must also be emailed to the Dean of Students; the student will not be allowed to participate in on-campus activities or labs, but synchronous online participation may be possible, depending upon the activity.

In the case of an exposure occurring outside clinical due to personal contacts, testing for the virus is still the preferred method to clear the student for clinical or class participation. However, the source of the exposure can affect the quarantine period as outlined below:

| Exposure occurs outside clinical and is NOT due to a household member | Exposure occurs outside clinical due to a household member |
|--|--|
| If testing is available, a self-quarantine period of 4-5 days with temperature and symptom monitoring is recommended due to the incubation period of the virus. If the test is positive, the guidelines above for a positive test will be followed. If the test is negative, the student may return to clinical and/or campus, providing this documentation to the program's Clinical Coordinator and/or Program Director (and the Dean of Students for campus classes.) | <ol style="list-style-type: none"> 1) If testing is available and the household member is being tested, the student will need to quarantine and self-monitor for symptoms until the family member's test results are available. If the family member's test results are negative, the student may return to clinical. 2) If the family member's test is positive, the student will be required to quarantine for the period of time required by public health officials (which may be as long as 14-days) and self-monitor for symptoms. |

Programs are advised to also document student self-reported exposures and their results or resolution that may have occurred when LCCC classes were/are not in session.

Thank you for your assistance in assuring the health and safety of the LCCC Health Sciences and Wellness community and the patients and stakeholders we serve. Everyone is responsible for containing the spread of the coronavirus by complying and cooperating with all public health orders, public health officer and healthcare provider recommendations regarding their exposure and/or potential exposure, and any contact tracing efforts regarding potential exposure.

RESOURCES

The U.S. Department of Health and Human Services' Centers for Disease Control and Prevention (CDC) provides the latest information about COVID-19 and the global outbreak at:
www.cdc.gov/coronavirus/2019-ncov.

The OSHA COVID-19 webpage offers information specifically for workers and employers at:
www.osha.gov/covid-19.

Laramie County Community College's webpage offers information for LCCC employees and students at
www.lccc.wy.edu/covid.

The State of Wyoming's Public Health Office and Updated Orders for COVID-19 are available at:
<https://health.wyo.gov/publichealth/infectious-disease-epidemiology-unit/disease/novel-coronavirus/>

University of Colorado-Health Coordinator of Education Programs (Anetria Cain):
studentsuhealthnorth@ucHealth.org; June 2020

Banner Health Western Division Hospitals – Education Systems Notification (myClinical Exchange) June 2020

Ivinson Memorial Hospital – Student Pandemic Safety Precautions (Ivan Olson) June 2020

Cheyenne Regional Medical Center, Occupational Health (Darrallynn Patterson) June 2020

Return2Business Phases I and II; Laramie County Community College; June/July 2020.

APPENDIX A – CastleBranch Health Screening and Temperature Monitoring Record

Update your Wellness record

► Instructions

Temperature *

Scale *

 Fahrenheit Celsius

Date *

 

Time *

 

Ongoing Monitoring Questions require an answer once every 24 hours.

Have you experienced any COVID-19 symptoms? *  Yes No

Have you been in close contact with someone who has COVID-19, or has symptoms of COVID-19?

 Yes NoHave you been in close contact with someone who has been exposed to COVID-19? *  Yes NoHave you traveled around other people? *  Yes No

APPENDIX B – LCCC Health Screening Form

COVID-19 Visitor & Employee Self-Screening Form

Note: Employees and students are intended to answer these questions at home prior to attending campus. Generally a physical copy of this form is not required. It is primarily for reference to the required self-screening questions.

The safety of our employees, students and visitors, remains the college's primary concern. As the coronavirus (COVID-19) outbreak continues to evolve and spread globally, the company is monitoring the situation closely and will periodically update company guidance on current recommendations from the CDC and WHO.

To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and visitors, we are conducting a simple screening questionnaire. Your participation is important to help us take precautionary measures to protect you and everyone in the building.

Thank you for your assistance!

| | | |
|---|---|------------------------------------|
| I am a: | <input checked="" type="checkbox"/> LCCC Employee | <input type="checkbox"/> Visitor |
| Contact Information (Visitor only) | | |
| Name: | Mobile Number: | |
| Email Address: | Location: | |
| Employee Details | | Visitor Details |
| Id #: <input type="text"/> | | Company Name: <input type="text"/> |
| Name of Host: <input type="text"/> | | |

If you answer yes to any of the following, do not access campus. Contact your supervisor and contact a medical provider.

Do you currently have any of the following?

- | | | |
|----------------------------|---------------------------------------|--|
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | Feaver (100.4 Fahrenheit or higher) or feeling feverish? |
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | Chills? |
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | A new or worsening cough not caused by another health condition? |
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | New or worsening difficulty breathing not caused by another health condition? |
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | Sore throat? |
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | New or worsening muscle aches not caused by another health condition? |
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | New or worsening headache that is not normal for you and not caused by another health condition? |
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | New loss of sense of taste or smell? |

In the last two weeks, have you had close contact (within 6 feet for at least 10 minutes) with anyone who has been diagnosed with COVID-19?

- | | |
|----------------------------|---------------------------------------|
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N |
|----------------------------|---------------------------------------|

Is the information on this form true and correct to the best of your knowledge?

- | | |
|------------------------------|--|
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
|------------------------------|--|