

Campus Reopening Plan for Winter and Spring 2021 Quarter

Will be submitted to the IGU Stakeholders: Students, Faculty, Staff & Government Agencies

IGlobal University (IGU) has established and implemented a detailed Reopening Plan to provide *in-person instructions and on-campus operations* from the upcoming Quarter.

A. Repopulation of the Campus**1. Establishment of a COVID-19 coordinator/campus team**

IGlobal University (IGU) implements a Campus Reopening Plan to deal with campus reopening under the situation of the Coronavirus Outbreak, based on and in compliance with the guidelines issued by SCHEV, ACCSC, Student and Exchange Visitor Program (SEVP), U.S. Department of Education, and other government agencies. Dr. Shane Cho, current Campus Safety and Security Admin will act as COVID-19 coordinator.

The Executive Committee consisting of the President & CEO and Division Executives, will oversee the establishment and implementation of the Campus Reopening Plan.

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

Contact Information of Fairfax County Health Department

10777 Main Street in Fairfax is open during regular business hours 8 a.m. - 4:30 p.m., Monday - Friday. Clinic services are not offered at this location.
703-246-2411 | TTY 711
health@fairfaxcounty.gov
Gloria Addo-Ayensu, M.D., M.P.H., Director of Health
<https://www.fairfaxcounty.gov/health/fairfax-county-health-department>

Also, students can contact Dr. Shane Cho, Campus Safety Manager (shane.cho@igu.edu), to get detailed procedures and instructions for any urgent cases. IGU will provide timely advice considering the situation.

- a) When symptoms of coronavirus (COVID-19) is detected
 - 1) Please notify symptoms to instructors or staff
 - 2) Campus Safety Manager will ask the person to go home and request the tracking information and documentation later.
 - 3) The person will be guided to contact his/her healthcare provider or locations to be tested

- 4) Health Care Provider: Call your primary care provider to discuss your symptoms and get scheduled for a test. Some primary care providers are set up to test their patients on-site. Others are referring patients for testing by appointment at other locations such as Respiratory Clinics and drive-up testing sites. Your primary care provider will talk with you about the best place for you to get tested. They will also let you know how you can get your test results.
 - 5) Clinics: Places such as urgent care centers, community health centers, and community-based clinics across the state evaluate patients who may have COVID-19 and do testing. Most clinics are set up to swab patients for testing on-site, and many offer drive-up and walk-up testing options. The testing sites can be searched at <https://www.vdh.virginia.gov/coronavirus/covid-19-testing/covid-19-testing-sites/>
- b) When tested positive
- 1) Your name and contact information will be shared with public health staff at the Fairfax County Health Department to perform a case investigation.
 - 2) Someone from the Health Department will call you to discuss your illness, answer questions, and provide guidance on how to take care of yourself and prevent spreading COVID-19 to other people. Recommendations will include staying home in a separate room (“isolation”), wearing a facemask or cloth face covering if anyone needs to be in the room, washing your hands frequently, and cleaning high-touch surfaces (doorknobs, railings, phones, counters, faucet handles) regularly.
 - 3) The Health Department also will ask you for a list of people you have had close contact with during the period when you could spread the infection. These close contacts also will be asked to stay home and away from others for a 2-week period during which they could exhibit symptoms of COVID-19.
- c) When medical services are required
- 1) Please contact your healthcare provider to get adequate advice.
 - 2) At the emergency, please contact 911.
- d) Urgent cases
- 1) Difficulty in breathing
 - 2) Inability to stay awake
 - 3) Bluish lips or face
 - 4) Confusion
 - 5) Chest congestion
 - 6) If these signs are showing, a student may require hospital admission for supportive medical care under appropriate isolation precautions.

3. Students' initial return to campus

IGU has no dormitory or on-campus student housing facility. Therefore, the students will be required to take initial health screening including body temperature and survey before they come to the campus for in-person instructions and on-campus activities considering Virginia State and CDC guideline.

The new students enrolled in the upcoming Quarter must attend the New Student Orientation. The existing students may visit the campus before the upcoming Quarter classes start for their course registration or other purposes by online or on the appointment basis.

It is imperative for all the students to note that any student who will visit the campus before the first class must make a prior appointment with a staff or faculty and comply with the CDC Health Guidance while on campus, including wearing face masks and keeping social distancing.

The topics for training and education related to New Student Orientation and In-person instructions are in the section of Education/training of students and Orientation and education/training, including anti-stigma training.

Daily health screening procedure is applied to all staff, faculty, students and visitors as below:

- a) **Screening:** Daily screening is conducted by a self-reporting tool by all employees and students. Staff and Faculty will report to the Front Desk and take a temperature check. Also, visitors have to complete a self-diagnosis survey and temperature check. This screening strategy follows the best public health practices and is updated regularly to reflect the current understanding of COVID-19 symptomatology.
- b) **Identify individuals with a high probability of COVID-19:** The screening tool is a daily symptom journal that captures COVID-19 related symptoms and exposures within the previous 24-hour period for those returning to campus. Also, their record of quarantine and tracking will be reviewed.
- c) **An initial screening assessment will be disseminated before the start of the upcoming Quarter.** After that, a daily symptom journal will capture COVID-19 related symptoms and exposures within the previous 24-hour period. This tool provides immediate feedback to the individual at-risk for infection
- d) **A sample of Screening Questions are as follows:**

Returning students must answer the following questions truthfully.

- 1) How are you feeling today?
- Good
- a little sick
- sick
- 2) Are you experiencing any symptoms?
- No symptoms
- Fever
- Cough
- Muscle or joint pain
- sore throat
- Fatigue
- New loss of taste or smell
- Runny nose
- Nasal congestion
- Headache
- Repeated shaking chills
- Headache
- Chest congestion
- 3) Have you been tested for COVID-19?
- Yes
- No
- 4) Have you been exposed to someone who has tested positive for COVID-19
- Yes
- No
- 5) Do others in your household have COVID-19 symptoms?
- Yes
- No
- Not sure

4. Education/training of students: consider COVID-19 prevention education as part of student orientation

IGU will provide all the faculty, staff, and students with all the required training related to and dealing with COVID-19 situations. Training curriculum includes an overview of COVID-19 epidemiology, the safety measures IGU is taking, and individual duties and responsibilities taken by students, faculty and staff while on campus.



All faculty, staff and students are required to complete the “Safe Return to Campus Training” before returning to campus. All students will have access to the “Safe Return to Campus Training” prominently displayed on Canvas, Learning Management System. Each Division Manager will monitor each student’s compliance.

The contents of “Safe Return to Campus Training” include the following information:

- a) COVID-19 situation by CDC (Centers for Disease Control and Prevention) and Fairfax County Health Department guideline ((<https://www.fairfaxcounty.gov/covid19/>)
 - 1) Basics of COVID-19 transmission and symptoms
 - 2) Actions that should be taken if someone suspects that they have been exposed to COVID-19 or are ill with COVID-19
 - 3) Procedures for reporting COVID-19 exposures and illnesses
 - 4) Special considerations and accommodations for individuals who are at high-risk
 - 5) University precautions to prevent the spread of COVID-19 on campus

- b) School environment
 - 1) Specific precautions that are being implemented in classrooms including social distancing (10ft from instructor, 6ft from each student)
 - 2) Requirements to wear face coverings
 - 3) Instructions for individuals who do not feel safe returning to campus (DE option)
 - 4) Information on how the university intends to enforce policies and procedures

- c) Contents included in the reopening plan which submitted to SCHEV
 - 1) Student events
 - 2) Student support services and resources (academic, social, and well-being)
 - 3) Distance Education domestically or internationally
 - 4) Special considerations for individuals with special needs
 - 5) International student concerns

Participants must respond to the initial survey reviewing the student’s acknowledgment and situation. Afterward, they must complete the training course offered on Canvas.

The detail of each content is described in the latter part of this Campus Reopening Plan.

5. Physical Distancing, according to CDC guidance

IGU will follow the CDC guidelines. The detailed policies are as follows:

- a) People must maintain a minimum of six feet separation from other people whenever possible. Signages and floor markings are visible to every public area in the campus
- b) Classrooms and instructional spaces will be modified such that seating spaced out to allow for 6 feet of distance between students and Faculty have been allocated more space, up to 100 square feet. Online course offerings will also be expanded.
- c) University buildings are requiring physical distancing and face masks in the building. Building occupancy will be maintained following State guideline Visitors are admitted by appointment only.
- d) Maximum occupancy and size of gatherings monitoring will be conducted by each division manager following any active Executive Orders.
- e) The occupancy limit per elevator car is two (2) individuals. Face coverings should be worn in the elevator, and individuals should try to avoid touching elevator buttons with exposed hands/fingers.
- f) Most of the meetings, conferences, guest speaking, and other events will be conducted by online conference
- g) Physical distancing will be highlighted in training and reinforced by signage, as well as visual cues such as floor markings and seat settings.

6. Hygiene practices and cleaning/disinfecting protocols

a) Basic Personal Hygiene Practices

- 1) 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, or sneezing.
- 2) If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.
- 3) Avoid touching your eyes, nose, and mouth with unwashed hands.
- 4) Wear a face covering when around others. Remember to maintain physical distancing. Face coverings are not a substitute for physical distancing.
- 5) If you encounter individuals who are not wearing a face covering, take extra care to maintain a physical distance of at least six feet. Remember that certain individuals are unable to wear a face-covering due to health concerns.
- 6) Cover your cough or sneeze with a tissue or use the inside of your elbow. Take care of used tissues properly.

b) Cleaning/Disinfecting Protocols

- 1) Cleaning high contact surfaces three times a day include, but are not limited to doorknobs/handles/push-plates, elevator buttons, restroom fixtures, and surfaces, drinking fountains/water bottle fill stations, light switches, handrails, vending machines, check out stations and payment pads, touch screen information panels, and other hard surfaces most frequently contacted by students.
- 2) Classrooms and public areas will be cleaned with disinfecting spray and wipes. Due to the short supply, the cleaning method may be changed. However, IGU will make the best effort.
- 3) Hand sanitizer stations have been in operation at each area of campus from March 2020.

7. Housing

- a) IGU has no on-campus housing. However, students will be trained and informed of their guidelines to maintain a healthy environment at their own residences.
- b) The household checklist from CDC will be shared with students, as follows:
- c) Get your household ready for COVID-19. As a family, you can plan and make appropriate decisions that will protect you and your family.
 - 1) Get up-to-date information about local COVID-19 activity from public health officials.
 - 2) Create a list of local organizations you and your household can contact in case you need access to information, healthcare services, support, and resources.
 - 3) Create an emergency contact list including family, friends, neighbors, carpool drivers, healthcare providers, teachers, employers, the local public health department, and other community resources.
 - 4) Consider members of the household who may have an increased risk for severe illness.
 - 5) A sick person should be isolated from other members of the family for at least 14 days to prevent transmission and provide adequate care.
- d) Those at higher risk for severe illness

Take additional precautions for those at higher risk for severe illness, particularly older adults and those of any age who have severe underlying health conditions.

- e) Take every day preventative actions
 - 1) Wash your hands frequently.
 - 2) Avoid touching your eyes, nose, and mouth with unwashed hands.
 - 3) Stay at least 6 feet (about two arms' length) from other people.
 - 4) Stay home when you are sick.

- 5) Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
 - 6) Clean and disinfect frequently touched objects and surfaces.
 - 7) Wear a cloth face cover when you go out in public. Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.
 - 8) More on how to protect yourself
- f) If you have a fever, cough, or other symptom, you might have COVID-19. Most people who have mild illnesses or asymptomatic signs can recover at home. If you think you may have been exposed to COVID-19, contact your healthcare provider.
- 1) Keep track of your symptoms.
 - 2) **If you have an emergency warning sign (including trouble breathing),** get emergency medical care immediately.
- g) If someone in your home is sick
- 1) How to care for a sick household member.
 - 2) What to do if you are sick.
 - 3) How to decide if others in the home should quarantine.
 - 4) Continue to practice everyday preventive actions.
- h) Generations in the household
- 1) Those who are at an increased risk for severe illness: take additional precautions. Make sure you have access to several weeks of medications and supplies in case you need to stay home. Stay at home, if possible.
 - 2) Children: How to keep kids healthy. Notify your child's school or daycare if your child becomes sick with COVID-19.
 - 3) Take care of the emotional health of your household members, including yourself.
- i) Pets in the household

Treat pets as you would other human family members – do not let pets interact with people outside the household.

8. Consideration of vulnerable individuals

- a) Vulnerable individuals are defined at CDC website below.
- b) The risk for Severe Illness Increases with Age

As you get older, your risk for severe illness from COVID-19 increases. For example, people in their 50s are at higher risk for severe illness than people in their 40s. Similarly, people in their 60s or 70s are, in general, at higher risk for severe illness

- than people in their 50s. The greatest risk for severe illness from COVID-19 is among those aged 85 or older.
- c) People of any age with the following conditions are at increased risk of severe illness from COVID-19:
- 1) Chronic kidney disease
 - 2) COPD (chronic obstructive pulmonary disease)
 - 3) Immunocompromised state (weakened immune system) from solid organ transplant
 - 4) Obesity (body mass index [BMI] of 30 or higher)
 - 5) Serious heart conditions, such as heart failure, coronary artery disease, or cardiomyopathies
 - 6) Sickle cell disease
 - 7) Type 2 diabetes mellitus
- d) The following conditions might be at an increased risk for severe illness from COVID-19:
- 1) Asthma (moderate-to-severe)
 - 2) Cerebrovascular disease (affects blood vessels and blood supply to the brain)
 - 3) Cystic fibrosis
 - 4) Hypertension or high blood pressure
 - 5) Immunocompromised state (weakened immune system) from blood or bone marrow transplant, immune deficiencies, HIV, use of corticosteroids, or use of other immune weakening medicines
 - 6) Neurologic conditions, such as dementia
 - 7) Liver disease
 - 8) Pregnancy
 - 9) Pulmonary fibrosis (having damaged or scarred lung tissues)
 - 10) Smoking
 - 11) Thalassemia (a type of blood disorder)
 - 12) Type 1 diabetes mellitus

Policies and Procedures

- a) The university does not prohibit at-risk individuals from coming to campus, but individuals who are at high risk are encouraged to make an appointment and notify Staff about his/her presence on campus
- b) IGU will ask and contact any possible vulnerable individuals from Staff, Faculty, and students to arrange any accommodations or arrangements. All Staff or faculty members who are in the vulnerable health condition are encouraged to report to Executive Committee members

- c) CDC guidelines for the vulnerable individuals will be included in the training course which will be provided to Staff, Faculty, and Students

9. International student considerations

IGU will provide “On-campus In-person” classes to its international (F-1) students in compliance with the Student and Exchange Visitor Program (SEVP) announcement issued on July 6, 2020.

IGU will enforce all the F-1 students to take at least one in-person class on campus for the upcoming quarter. However, depending on the situation, the delivery may be modified to prevent any further spreading virus. “Eligible F-1 students may take a maximum of one class online.” However, academically superior F-1 students may be allowed to take more than one online class with prior approval from the Department of Academic Affairs. Also, Hybrid delivery can be considered in all cases.

All the F-1 students will be required to comply not only with the federal and state regulations and guidelines but also with all the IGU policies and procedures to combat and defeat COVID-19, while they are taking in-person instructions and participating on-campus activities. They are recommended 14 days of quarantine and COVID-19 testing after arrival in the US.

IGU will utilize the current SEVP regulations and policies for international students to adapt any emergency cases such as reduced course load (RCL), excused absences, and leave of absence for medical reasons. Students must provide all evidence on time to be reviewed and approved for their requests

(<https://www.ice.gov/doclib/sevis/pdf/bcm2007-01.pdf>).

10. Partnership and communication/information sharing with the local community

IGU will continue to share timely information and maintain open communications and dialogues with its local communities, including city, county local and state governments and businesses. IGU has a number of partnerships with local business entities such as various chambers of commerce.

IGU will share timely and significant information such as IGU’s reopening plans and how to combat COVID-19 with those local community leaders through various communication channels, such as IGU website (www.igu.edu), newsletters, emails, and social media.

11. Face coverings

The CDC Health Guidelines, especially face coverings are mandatory in the campus building. All the faculty, staff, and students are required to report to the Receptionist and



sign the fact that he or she wears face coverings *at each time* to enter the Campus Building. IGU will equip with face masks for those who forgot face coverings. The further information can be found at the Fairfax County Health Department website (<https://www.fairfaxcounty.gov/covid19/face-coverings>)

In addition to face coverings, the Receptionist will check the body temperature of each person entering the Campus Building to ensure that his/her temperature is lower than 100 degrees Fahrenheit. IGU will consult with local health officers any person whose body temperature is higher than 100 degrees Fahrenheit.

When any faculty, staff or students have a problem with face coverings due to their personal condition, they must contact Safety Manager, Dr. Shane Cho immediately to take immediate action.

12. Student Health Services

IGU doesn't have dedicated health professionals on campus. However, IGU is always ready to provide students with urgent health services by the Safety Manager and the staff with medical knowledge and skills. For example, Amit Gupta, Administrative Staff has a CPR license and Dr. Ruby Ong has a dentist license.

There are First Aid kits and medicines available for emergency cases. Any health-related report, whether minor or severe, will be prompted to Dr. Shane Cho, Vice President of Operations and Safety Manager. Dr. Cho will provide an immediate proper treatment to each health-related case and make a decision to report the case to appropriate authorities and facilities, such as Country government and hospitals, including calling 911 for immediate help.

The aforementioned health-related services provided to students are also available to the faculty, staff, and any outside visitors.

The following procedures are enforced daily during the upcoming Quarter and beyond to combat COVID-19:

a) Campus Visit Report

All the faculty, staff, students, and any visitors who enter the campus must go to the Receptionist on a daily basis to report the following:

- 1) Show that the person is wearing a face covering (e.g., mask)
- 2) Take a body temperature. Any person whose temperature is higher than 100 degrees in Fahrenheit will not be allowed to attend any in-person classes or

participate in any on-campus activities, until a proper approval is made by Dr. Cho on each case.

- 3) Sign a document to state that the person has not been tested positive for Covid-19 and has not visited any foreign country for the past four months. It is noted that faculty, staff, and students will sign this document *once* at the beginning of the new quarter.
- b) Steps for Staff, Faculty and Students to take
- 1) Stop handshaking
 - 2) Regular handwashing
 - 3) Create habits and reminders to avoid touching their faces and cover coughs and sneezes
- c) Disinfect surfaces regularly
- 1) Doorknobs
 - 2) Tables
 - 3) Desks
 - 4) Handrails
 - 5) Keyboards
 - 6) Computer mouse
 - 7) Phones
 - 8) Any other high touch surfaces
 - 9) Increase ventilation by opening windows or adjusting the air conditioning
- d) Stay home if sick

Staff/students who are well but who have a sick family member at home with COVID-19 should notify their supervisor/instructor and follow health guidelines

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

IGU postponed the 2020 Graduation Ceremony to 2021 and has no plan to provide big events or ceremonies by the end of 2020. Small events that are using less than 50% capacity will be allowed with specific prior approval from the President & CEO in compliance with all the CDC guidelines and federal, state, and local government regulations enforced, including face-coverings and social distancing requirements.

Most of the group events will be replaced by video conference using Go-To-Meeting, Canvas video conference training.

14. Communications Strategy

IGU will announce and share the campus reopening plan with Staff, Faculty, and Students through email, website posting, and social media posting.

The details in the reopening plan will be shared in the Faculty meeting, Staff meetings and New Student Orientation. Current students will also be invited to the New Student Orientation.

The frequency and content of communications are determined by the Executive Committee. Messages are reviewed and expedited in accordance with the university's communications guidelines.

Dr. Yohannes Abate, Vice president of Global Affairs, oversees the IGU's communication plan and feedback closely with Executive Committee.

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

IGU will conduct a Quarterly Faculty Development Meeting on September 19 and New Student Orientation on September 30. The anti-stigma training contents will be included in the training section below.

- a) COVID-19 situation by CDC guideline
 - 1) Basics of COVID-19 transmission and symptoms
 - 2) Actions that should be taken if someone suspects that they have been exposed to COVID-19 or are ill with COVID-19
 - 3) Procedures for reporting COVID-19 exposures and illnesses
 - 4) Special considerations and accommodations for individuals who are at high-risk
 - 5) University precautions to prevent the spread of COVID-19 on campus

- b) School environment
 - 1) Specific precautions that are being implemented in classrooms including social distancing
 - 2) Requirements to wear face coverings
 - 3) Instructions for individuals who do not feel safe returning to campus (DE option)
 - 4) Information on how the university intends to enforce policies and procedures

- c) Contents included in the reopening plan which submitted to SCHEV
 - 1) Student events
 - 2) Student support services and resources (academic, social, and well-being)

- 3) Distance Education domestically or internationally
 - 4) Special considerations for individuals with special needs
 - 5) International student concerns
- d) Anti-Stigma Training (WHO guide link: https://www.who.int/docs/default-source/coronaviruse/covid19-stigma-guide.pdf?sfvrsn=226180f4_2)
- 1) Social stigma in the context of health is the negative association between a person or group of people who share certain characteristics and a specific disease. In an outbreak, this may mean people are labelled, stereotyped, discriminated against, treated separately, and/or experience loss of status because of a perceived link with a disease. Such treatment can negatively affect those with the disease, as well as their caregivers, family, friends and communities. People who don't have the disease but share other characteristics with this group may also suffer from stigma. The current COVID-19 outbreak has provoked social stigma and discriminatory behaviors against people of certain ethnic backgrounds as well as anyone perceived to have been in contact with the virus.
 - 2) The level of stigma associated with COVID-19 is based on three main factors: 1) it is a disease that's new and for which there are still many unknowns; 2) we are often afraid of the unknown; and 3) it is easy to associate that fear with 'others'. It is understandable that there is confusion, anxiety, and fear among the public. Unfortunately, these factors are also fueling harmful stereotypes
 - 3) An "infodemic" of misinformation and rumors is spreading more quickly than the current outbreak of the new coronavirus (COVID-19). This contributes to negative effects including stigmatization and discrimination of people from areas affected by the outbreak. We need collective solidarity and clear, actionable information to support communities and people affected by this new outbreak.

Training for employees and students is updated as necessary to reflect changes in public health guidance, modifications to the university policies and procedures, and in consideration of feedback regarding training contents offered by faculty, staff, and students.

B. Monitoring Health Conditions to Detect Infection

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

- e) Screening: Daily screening is conducted by a self-reporting tool by all employees and students. Staff and Faculty will report to the Front Desk and take a temperature check. Also, visitors have to complete a self-diagnosis survey and temperature check. This screening strategy follows the best public health practices and is updated regularly to reflect the current understanding of COVID-19 symptomatology.

- f) Identify individuals with a high probability of COVID-19: The screening tool is a daily symptom journal that captures COVID-19 related symptoms and exposures within the previous 24-hour period for those returning to campus. Also, their record of quarantine and tracking will be reviewed.
- g) An initial screening assessment will be disseminated before the start of the upcoming Quarter. After that, a daily symptom journal will capture COVID-19 related symptoms and exposures within the previous 24-hour period. This tool provides immediate feedback to the individual at-risk for infection.

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

Daily symptom journal and temperature check will be kept monitoring Staff, Faculty, and Students.

The COVID-19 Exposure Notification app, COVIDWISE, from VDH (Virginia Department of Health) will be used for our Staff, Faculty, and Students. It will be available in July 2020. Under review and training of the COVIDWISE, IGU will provide guide and training to IGU members.

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

Testing and Reporting Plan will follow CDC guidelines and work with the Virginia Department of Health (VDH) and Fairfax County Public Health Department.

Faculty, Staff, Students, and Visitors with insurance and existing primary care providers will be encouraged to seek testing through their existing provider relationship and report results to the university. Also, please use free Diagnosis opportunities provided by local health departments.

Policies and Procedures

- a) Diagnostic Testing Per VDH guidelines, all symptomatic individuals should have access to expeditious diagnostic testing, either through on-campus resources or a community testing site. All symptomatic students are encouraged to seek evaluation and diagnostic testing through local health services. When identified by the local health department through contact tracing, students who are close contacts of

confirmed COVID-19 cases, but who are asymptomatic, will be prioritized for recommendation and testing based on VDH guidance. Every positive test administered on campus will trigger a. Notification of the individual regarding results, b. Appropriate referral to care, isolation instructions, and connection to support, c. Health department notification, and d. A recommendation that close contacts should begin quarantine.

- b) Reporting Process/System Consistent, timely, and accurate reporting of positive results or exposures is essential to take appropriate actions for reducing transmission. Positive results of tests performed on-campus are reported externally to VDH and the local health department in which the individual resides. The existence of a positive test is also reported internally to the school responsible for initiating response actions such as decontamination of spaces. For tests performed off-campus, Faculty, Staff, and Students are requested to report positive results through the university's reporting system.

C. Containment to Prevent Spread of the Disease when Detected

1. Partnership with VDH for contact tracing

IGU will conduct internal contact tracing as below

- a) Take student's temperature and assess the health before entering the class.
- b) Each class/office must have a registration form necessary for contact tracing to include the full name, to include the full name and phone numbers
- c) Be aware of student/s who are sick and coughing. Students must leave the campus immediately.
- d) May require everyone to download Contact Tracing App - COVIDWISE to find the history one day at a time. This application provides early real-time notifications of COVID exposure.

IGU will partner with VDH and local health departments in conducting activities related to contact tracing and may also assist VDH and local health departments in locating or gaining cooperation from members of the university community for contact tracing per VDH guideline Contact Tracing as a Partnership between VDH and Institutions of Higher Education.

To help the contact tracing, IGU will provide student's visiting places and attendance records.

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

IGU will follow CDC and State Guideline to isolate or quarantine residential students who test positive for COVID-19, are suspected of having COVID-19, or who have had close contact with an individual confirmed to have COVID-19. IGU will evaluate any student before being moved into an isolation or quarantine space. Staff, Faculty, and Students will take isolation or quarantine at their home.

Policies and Procedures

- a) The residential population will be requested to complete regular symptom screening and screening for exposure to COVID-19 and receive a referral from their doctors or IGU for further evaluation as needed.
- b) Should IGU determine quarantine/isolation is needed, the student will submit the medical documents to the school for the attendance and delivery arrangement.

- c) Students in quarantine will be monitored for up to 14 days to see if they begin to display symptoms. Should the student in quarantine begin to display symptoms, then they will be placed in isolation.
- d) Students in isolation or quarantine who will be provided with instructions about how to take care of themselves and protect those around them, and will be provided with meals, thermometer, and masks.

3. Campus outbreak management

When the outbreak is reported, IGU may take the following actions depending on the severity of the outbreak:

- a) Stage 1: Investigation and Management of a Limited Outbreak If there is evidence of a small number of connected cases, the university, in consultation with the health department may:
 - 1) Recommend and guide public testing to the identified close contacts as well as the larger group with the same exposure (for example, a team or a class),
 - 2) Recommend quarantine of the close contacts and the larger exposed group, as directed by the health department.
- b) Stage 2: Limit Contact on Campus to Mitigate Spread If there is evidence of sustained or increasing transmission among students or employees on campus, the following modifications to university operations will be considered:
 - 1) Suspend or limit attendance at student and employee events and gatherings (e.g., co-curricular activities, social events, departmental programs, registered student organization activities, and performances) to 10 or fewer persons.
 - 2) Modify, limit, or suspend participation in activities
 - 3) Convert in-person student and employee support services to virtual services wherever possible.
 - 4) Close common areas where Students, Faculty, Staff, and Visitors congregate (lounges, library).
 - 5) Strategically close campuses/instructional sites or buildings within campuses/instructional sites based on site-specific or population-specific information.
 - 6) Reexamine cleaning routines and modify cleaning as necessary.
 - 7) Communicate new precautions to students, Faculty, and Staff through training and email.
 - 8) Establish triggers for implementing Stage 3. The university will implement Stage 2 whenever it is anticipated that the precautions listed above will be necessary for

four weeks or less. If the university expects to implement the precautions listed in Stage 2 longer than four weeks, the university will consider Stage 3.

- c) Stage 3: Suspend all Non-Essential Operations on Campus to Prevent Spread If it is determined that the university must limit on-campus operations to prevent potential contact on campus, all non-essential operations on campus will be suspended.
 - 1) Suspend instruction and non-essential operations for three or more working days to allow Students, Faculty, and Staff time to transition back to their homes, pivot to online and remote instruction, plan for remote/telework, and secure campus facilities.
 - 2) Only essential staff will remain on campus with the permission of their supervisor.
 - 3) All university buildings will be secured.
 - 4) All non-essential activities on campus will be suspended.

4. Partnership with local health systems to assure care for symptomatic individuals as needed

IGU will work with Fairfax County Public Health Department to support any symptomatic individuals. FairFax County Public Health Department may conduct a contact investigation and contact tracing as follow:

A contact investigation is a routine public health practice to limit the spread of a disease within the community. Contact investigations have been conducted for decades for communicable (infectious) diseases, for example tuberculosis (TB), sexually transmitted infections, measles, and now the new coronavirus, COVID-19.

These investigations are made up of two fundamental activities:

- 1) Case Investigation: the identification and investigation of a person with either a confirmed or probable diagnosis
- 2) Contact Tracing: the identification of persons who have been exposed to a case and are possibly infected

Contact investigations are conducted by well-trained staff. They may be public health or health care professionals, health educators/outreach workers, and even community members who have certain skills and proper training. Training is important because case investigations and contact tracing must be done quickly and with knowledge and skills in areas such as patient confidentiality, effective communication, cultural sensitivity, and complex health topics.



CONTACT INFORMATION:

10777 Main Street in Fairfax is open during regular business hours 8 a.m. - 4:30 p.m., Monday - Friday. Clinic services are not offered at this location.

703-246-2411 | TTY 711

health@fairfaxcounty.gov

Gloria Addo-Ayensu, M.D., M.P.H., Director of Health

<https://www.fairfaxcounty.gov/health/fairfax-county-health-department>

D. Shutdown Considerations if Necessitated by Severe Conditions and/or Public Health Guidance

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

Campus dismissals or shutdowns will follow CDC and State guidelines and follow the consultation result from Fairfax County Public Health Department Officials.

In this case, IGU will initiate the contingency plan, which had provided all student distance education for Spring and Summer 2020 Quarter. IGU had operated the school successfully during the period, and the experience will be adapted for the emergency situation.

It includes distance education course offering using Canvas learning management system, training of students and Faculty, synchronous and asynchronous online delivery of courses, virtual interactions among students and Faculty.

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

All the campus activity will be delivered by online following a new contingency plan. Only essential Staff may remain at the campus, and the telework schedule will be planned.

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

IGU doesn't provide campus housing, and most of the students reside nearby school. However, IGU will keep monitoring and provide training for emergencies to Students.

4. Communications plan for dismissals/shutdowns

IGU will announce and share the plan with Staff, Faculty, and Students through email, website posting, and social media posting. In emergency cases, text messages will be sent as necessary.

The frequency and content of communications are determined by the Executive Committee. Messages are reviewed and expedited in accordance with the university's communications guidelines.