

Phase 2: Fall 2022

Campus Plan

Point of Contact:

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Introduction

Kettering College is prepared to deliver a quality academic experience while keeping the safety of our students, staff, and faculty at the forefront. To ensure safety, the College has developed a three-phase approach to a return to campus to mitigate the risk of disease resurgence and protect the most vulnerable (e.g., older adults, Individuals with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy). This plan is based on up-to-date data, though we recognize that the duration of the COVID-19 pandemic remains unclear, and the situation continues to evolve. COVID-19 will peak in different locations at different times and will impact each college and university differently. Public health guidance, scientific knowledge, and clinical best practices will change, so these guidelines may change and be updated accordingly.

The following measures are the basics of this plan and work together to help us manage our own exposure and limit what we may spread to others in the community and through our work.

Wash your hands or use hand sanitizer often

This remains the number one way to prevent the spread of infection.

Practice social distancing

Maintain a 6-foot distance when sitting or standing, especially when exposed to those outside of your household.

Wear a mask

Avoid touching your face

Cough or sneeze into a tissue or your elbow

Stay home when you're sick and contact

Employee Health (Employees: (937) 395-8894)

KC Student Health Coordinator (Students: C: (810) 938-7968; O: (937)395-8601 ext. 57025 Sarah.Bayer@kc.edu)

Department Chair, Clinical Instructors and Professors

By practicing these habits and prioritizing safety, we can take an active role in improving the quality of life for people in the communities we serve. Thank you for your commitment to our patients, our community, and our team.

As a faith-based, healthcare institution, our mission is to educate and develop our students to make service a life calling and know Jesus so that they can love others. Now, more than ever, our mission is clear and our resolve to achieve it strong.

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Phasing

The planned return to campus involves three-phases: early return (phase 1), main return (phase 2), and later return (phase 3). This phased approach provides an opportunity for campus administrators to review lessons learned at each interval and adapt accordingly.

This document serves as the guidance for the college's Phase 2 for Summer 2021 campus plan. Phase 2 for summer 2021 will offer more face-to-face instruction. The college will follow the guidance and recommendations from the Centers for Disease Control and Prevention (CDC), and Ohio Department of Health (ODH) for ensuring a safe and healthy campus community. College guidelines could change unexpectedly for the safety of the college campus community.

Facilities/Sanitation

Regardless of which phase the college is in, the following guidelines should always be followed:

- Regularly wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces.
- Avoid touching your face.
- Sneeze or cough into a tissue, or the inside of your elbow.
- Disinfect frequently used items and surfaces as much as possible
 - "You touch it, you clean it"

Additional guidelines include:

- Hand sanitizer and surface sanitizing supplies will be placed in all high-contact locations.
- Disinfection of high-contact areas, including communal restrooms and shared shower facilities, will occur at regular intervals throughout the day.
- Faculty, staff, and students should clean and sanitize surfaces and equipment in their own work space, classroom, or lab, as appropriate, throughout the day.
- Shared tools and equipment will be sanitized after each use.
- Campus and building access points will be modified to best allow for six-foot physical distancing. One-way entrance/exit and clearly marked foot traffic patterns will be utilized.
- Clear signage emphasizing the use of facial coverings and reminding all to perform daily symptom assessments will be installed at appropriate building entry points and other areas throughout campus.
- Certain non-essential facilities (e.g., classrooms, labs) and common areas may be closed to focus cleaning staff efforts on the areas most heavily utilized by faculty, staff, and students.
- In areas outside of classrooms where close interaction between individuals may occur, campuses should consider the use of shielding (such as plexiglass) to protect faculty, staff, and students.
- Class start, and end times are staggered to allow enough time for cleaning between classes, and limit foot traffic in hallways and elevators at any given time.
- KHN protocols will be followed for deep cleaning should someone in the campus community test positive for COVID-19.
- Common areas (e.g., lobbies, Learning Commons, computer lab) will be closed outside of regularly scheduled on campus class times, including evenings and weekends.

Main Campus

Several times a day high touch surfaces will be sanitized by KHN-employed environmental services team members using an EPA-approved disinfectant, this includes door knobs, tables, and shared equipment. Every night our classrooms, labs, restrooms and common areas will be sanitized using Clorox electrostatic spraying.

Ollie Davis Campus

All high touch areas will be wiped down using an EPA-approved disinfectant against emerging viral pathogens. These high touch areas include but are not limited to: counter tops, desk tops, table tops, telephones, light switches, doorknobs and handles, chair handles, all restroom fixtures, mirrors and glass. The floors are also mopped with the same disinfectant. The cleaning and sanitizing will primarily be performed by a contracted service provider, Wells & Sons Janitorial Service, Inc., and microfiber cloths are using proper cleaning agents and temperatures to completely disinfect prior to use. All Wells & Sons employees will also wear appropriate and necessary PPE. Several times a day high touch surfaces will be sanitized, this includes doorknobs, tables, and shared equipment by student employees and/or staff.

Health Monitoring/Facial Coverings/PPE Requirements

Kettering College will utilize its digital communication platforms (e.g., Canvas, Outlook) to promote and reinforce health prevention measures, notify stakeholders of heightened risk factors, and update facility or classroom closure information.

Daily COVID-19 Screenings

Any individual who presents with symptoms or screens positive will not be permitted access to the facility. Students who screen positive will be sent home with the recommendation to reach out to their primary care provider (PCP) or Urgent Care for a telehealth or in person appointment. Students should communicate the results of their PCP visit with the college's Student Health Coordinator at (810-938-7968), or Sarah.Bayer@kc.edu. It is the responsibility of the student to contact their Department Chair, professors and clinical coordinator if they are having to miss classes or clinicals due to being sick. If a student is on campus or clinicals and begins to feel ill, they are to leave immediately and contact the SHC right away.

Daily Symptom self-assessment:

All students, faculty and staff are encouraged to perform a daily self-assessment of symptoms. Refer to the [CDC for the most current COVID-19 symptoms](#).

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever (100.4 or higher)
- 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

What if I'm Sick?

Individuals who are sick should stay home, and contact KC's Student Health Coordinator (SHC; Sarah.Bayer@kc.edu) right away. The SHC will work with the student on a return to campus plan. It is the responsibility of the student to communicate with their department chair, professors, and clinical site on absence due to illness.

In accordance with the guidelines and recommendations set before from the CDC and the local health department, the college has created a return to campus plan for those who are sick/showing symptoms, had a Positive Exposure, or tested Positive for COVID-19.

Tested Positive COVID-19 with Symptoms

- 1) Quarantine for 10 days from onset of symptoms
- 2) If in clinical program, must work with clinical program and clinical site for return to clinicals.
- 3) **MUST** receive a PCR or Antigen Test from healthcare provider only (Kroger, CVS, etc)
- 4) **MUST** receive clearance from Student Health Coordinator to return to campus

Tested Positive COVID-19 with No Symptoms

- 1) Quarantine for 10 days
- 2) If in clinical program, must work with clinical program and clinical site for return to clinicals.
- 3) **MUST** receive a PCR or Antigen Test from healthcare provider only (Kroger, CVS, etc)
- 4) **MUST** receive clearance from Student Health Coordinator to return to campus

Close Contact with Someone who has tested Positive, Vaccinated and Unvaccinated Individuals

- 1) No need to quarantine
- 2) Wear a mask for 10 days
- 3) Continue to monitor symptoms daily, and if symptoms develop please contact Student Health Coordinator and PCP
- 4) If possible test on Day 6

College Policy for Returning to Campus after showing symptoms

- 1) Quarantine for 5 days
- 2) Fever Free without medication for 24 hours
- 3) If symptoms have improved after 5 days, you may be eligible to return to campus
- 4) Continue to wear a mask and social distance from others for 5 additional days
- 5) **MUST** receive clearance from Student Health Coordinator

Returning to campus if COVID test is Negative after showing symptoms

- 1) 5 days have passed since symptoms 1st appeared
- 2) Fever Free without medication for 24 hours
- 3) If symptoms have improved after 5 days, you may be eligible to return to campus
- 4) Continue to wear a mask and social distance from others for 5 additional days
- 5) **MUST** receive clearance from Student Health Coordinator

For more information about COVID-19 and "[What to Do If You Are Sick](#)", please visit the CDC website.

Self-Disclosure of Positive COVID-19

If you have been diagnosed with COVID-19, you will need to contact the SHC right away. All information submitted by you to the SHC will be treated with respect to your privacy as much as possible. However, we occasionally may be required by federal, state or local laws to reveal information from your health record. Examples include but are not limited to: disclosing to public health or school officials in case of certain communicable diseases. The SHC will work with you on making sure test results are submitted in confidence and begin the process of close contacts for contact tracing purposes. The SHC will submit appropriate documentation to local health department. It is the student's responsibility to communicate with the Department Chair, Clinical Coordinator, Clinical site, and professors on missing class or clinicals due to being sick. The student must follow the clinical sites requirements for reporting and returning to clinical site upon completion of quarantine.

Missing Classes or Clinicals Due to Illness

Kettering College is invested in and committed to each students' academic success. The college and its programs will do their utmost to be flexible in accommodating absences associated with their COVID-19-related illness and in helping the student to make up the work and skills that may have been missed in their absence. However, absences of greater than two weeks (14 calendar days) are extraordinarily challenging for any student to overcome, therefore the student should collaborate with their respective department chair to review and potentially apply their program-specific leave of absence policy.

Contact Tracing for Close Contact

The contract tracing process will begin with the SHC office after being notified of a confirmed COVID-19 case, either by the student, faculty or staff thru self-disclosure. The SHC will begin the process of interviewing the individual with the confirmed case on their close contacts on campus or in the clinical setting. Once those individuals have been identified, the SHC will work with the individuals on the quarantine process, self-care, instruction to contact Department Chair for missing coursework, etc. All information submitted to the SHC will be treated with respect to your privacy as much as possible. However, we occasionally may be required by federal, state or local laws to reveal information from your health record. Examples include but are not limited to: disclosing to public health or school officials in case of certain communicable diseases.

Facial Coverings

Face masks are not required to be worn while on campus, however it is strongly encouraged. Masks may be either an isolation mask or a laundered cloth mask in alignment with modesty and professionalism policies where indicated. Face masks should not have a port or breathing valve. If an individual entering

the college does not have one, a mask will be provided during the screening process, though it is recommended that a mask is brought from home.

In addition, if a student or faculty member is required to be closer than the recommended social distancing guidelines allow (e.g., during a clinical skills lab where two students must practice a technique on each other, etc.), each individual must add a face shield, protective glasses with side shields, or protective goggles. Face shields and goggles should be disinfected with a KHN-approved disinfectant after each use and at the end of the day. Note, if a face shield is worn, a face mask must always be worn as well under the shield.

Faculty and staff are not required to wear a face shield or goggles if appropriately socially distanced but may do so as an additional safety measure.

If an individual has a condition that does not allow them to wear a face mask, this need should be validated by a licensed medical or mental health professional – e.g., physician, psychiatrist, psychologist, the individual should contact Employee Health (Employees) or the SHC (Students) and must wear a face shield in place of the face mask. Any individual who has a medical exemption to wearing a mask should use a college-approved or -provided face shield at all times unless eating/drinking or alone in a fully enclosed office.

CDC resources related to facial coverings: [“Use of Masks to Help Slow the Spread of COVID-19”](#)

Personal Protective Equipment (PPE)

Face masks are not mandated on campus, strongly encouraged. If specific learning objectives within the lab setting require individuals to be closer than six feet, the addition of a face shield to the base face mask is mandated. Any individual may choose to wear PPE above and beyond these minimum standards (e.g., N95 mask) may do so as an additional safety measure. Use of additional PPE (e.g., gloves, gown) is situation- and program-specific.

Regular glasses do not qualify as PPE and cannot be used as such. If an individual requires glasses and must wear protective eye coverings, they may use a face shield or protective glasses or goggles over their personal and regular glasses.

Immunizations

Kettering College students in a clinical program are responsible for obtaining immunizations as a preventative measure and to meet the requirements of the affiliating clinical agencies. Students will work with the department to ensure that all requirements have been met. Students will upload their immunizations directly thru CastleBranch.

COVID-19 Vaccine

Kettering College is requiring all faculty, staff and students, to get a COVID-19 vaccine. If you have received your COVID-19 vaccination series, please submit a copy of your vaccination card to Sarah Bayer, SHC, Sarah.Bayer@kc.edu. Due to clinical facility requirements, unvaccinated students, including those with approved exemptions from KH/KC, may not be able to participate in their program-required clinical rotations. This may result in the student’s inability to progress in their respective program and/or along the standard timeline. The programs will attempt to develop an alternative clinical site in which the

student may participate and complete their clinical rotation, however this cannot be guaranteed due to program and/or clinical site requirements and restrictions.

Residence Halls

The Residence Hall is open and ready for students for Fall semester. Each residence hall room is viewed as a small family-like unit which allows students to not wear mask in their own respective room. The Residence Hall requires students to comply with mask protection while in common spaces, i.e. lobbies, kitchens, laundry rooms, stair wells, elevators or any other Kettering College space. The Residence Hall is currently not allowing any visitors or outside guests.

Students will be expected to social distance and wear face coverings throughout the Residence Hall at all times, with the exception of being in their individual room or their assigned bathroom area. Cleaning protocols previously outlined in the Facilities/Sanitation section are also applied within the residence hall.

The Residence Hall staff conducts cleaning of all frequently touched surfaces each day, in addition to the EVS staff daily cleaning.

All Residence Hall students are required to self-check for daily COVID-19 symptoms.

Kettering College fitness center is available for the Residence Hall students Only. There is COVID-19 guidelines that each student must follow to use the fitness center facility.

Course Scheduling/Academic Programming

All classrooms and labs have been evaluated to determine maximum occupancy standards, based upon social distancing guidelines. Class meetings and hands-on learning activities convened on campus have been arranged with strong consideration given to streamlining student flow and minimizing student presence on campus when not participating in a formal learning activity.

Classrooms

Classroom and lab capacity has been re-assessed with consideration for the required six-foot social distancing in all directions. Class schedules have been modified to adapt to this reduced capacity and to ensure that adequate time is available for faculty and students to appropriately clean the tables/desks, chairs, etc., with the provided disinfectant. Hand sanitizer is also available at each entry point into the classroom/lab. Individuals must wash their hands with sanitizer, at minimum, each time they enter or exit the classroom/lab.

Maintain social distancing in classrooms and common areas. In areas where this may not be easily achievable (i.e., labs), additional physical barriers (i.e., face shields, protective glasses, or protective goggles) will be required. Additionally, lab sections may be divided into multiple sessions to ensure that appropriate distancing occurs. Work stations should be wiped down with surface sanitizing supplies after each class. Non-traditional spaces (e.g., gym, Nelson Conference Center) may be used for larger classes to achieve six-foot physical distancing capability. Sufficient time between classes has been provided to allow safe egress, entry, and cleaning.

Please see 'Facial Coverings' above for details on the added requirement of face shields if individuals are to be within six feet of each other.

Study Spaces

The Learning Commons is open and has study rooms available for students. The Learning Commons is open Monday-Thursday 8am-9pm, Friday 8am-2:30pm and Sunday 1pm-7pm. The college lobbies have tables, chairs and couches available for studying. Please only use these areas for studying between classes or for lunch. When you are finished please make sure to use the disinfectant spray to clean the surfaces you have used.

Dining Facilities

Students, staff, faculty, and visitors may use the cafeteria, located in Kettering Medical Center.

Retail Operations

The Campus Corner has been closed for the upcoming term and no other retail operations are located on the college campus.

General Office Environments

As employees return to campus, rotating work schedules and staggering hours of operation will decrease concurrent on-campus presence. In general office environments where minimum six-foot physical distancing is challenged, dividers or other physical barriers (e.g., plexiglass) will be utilized.

Masks can be removed if alone in a fully enclosed office/room.

Meetings should not occur in an office unless adequate social distancing is maintained and each participant wears the appropriate facial covering(s). If an office does not allow for adequate social distancing, a conference room should be utilized.

Regardless of the office or space, any surface that the individual(s) come(s) into contact with should be wiped down with approved disinfectant or wipe, in line with the "you touch it, you clean it" message.

Student Activities and General Campus Events

Student Activities on campus will resume, while maintaining all COVID-19 policies for campus. Some student activities and events may be shifted to follow current guidelines.

General Campus Access

Students are only permitted on campus to attend those courses offered in person. They may utilize common areas (e.g., Learning Commons, lobby) in between classes.

Faculty and staff office hours may vary, please check to see office hours. As much as possible meetings should be held online, or virtually and, if this is impossible, social distancing and mask wearing is mandatory if in-person. Offices, labs, and restrooms will be open to those required to be on campus and common areas will be closely monitored and social distancing enforced.

Campus Visitors

If visitors come to campus they should have an appointment and must undergo and pass the necessary screening and follow all on campus guidelines, including wearing a mask, throughout their entire visit to campus.

Study Abroad and International & Domestic Travel

The College does not have any students participating in Adventist Colleges Abroad or other study abroad program.

International students need to work closely with their academic advisors to make informed decisions before traveling in and out of the country during breaks. College employees and students are strongly encouraged to utilize safe practices when traveling both in and out of the state of Ohio and carefully review [Centers for Disease Control and Prevention \(CDC\) guidance when considering travel](#).

It is not necessarily where you go, rather, it is more about what you are doing. Please employ safe practices such as social distancing, wearing masks or face coverings, and maintaining good hand hygiene. We also recommend self-monitoring for CDC-recognized symptoms such as fever, cough, shortness of breath, congestion or runny nose, fatigue, muscle or body aches, new loss of taste or smell, sore throat, nausea, vomiting, or diarrhea. It is also advised that you perform temperature checks twice daily upon your return. Any employee who shows symptoms upon their return from travel should call Employee Health on their home campus prior to returning to work and students should seek clearance to return from their primary care provider.

We will continue to monitor the advisory and will change our process as necessary. Please review the [State of Ohio's](#) and the [CDC's](#) most up-to-date travel advisory guidelines before traveling..

Gym/Recreational Facilities

The gymnasium and exercise room are closed for recreational purposes. The gym may be used for classrooms or labs that require a greater number of students to accommodate social distancing requirements.

Athletics

Kettering College does not support any intercollegiate athletics and will not offer intermural sports during this phase.

Miscellaneous

COVID-19 Self Checker

All Kettering College faculty and students have access to an interactive [COVID-19 Self Checker](#). This interactive chatbot uses an algorithm developed by the CDC to provide information about COVID-related symptoms and help guide participants to appropriate medical care.

Kettering College employees may also access this self-check tool on the Kettering Health Network intranet page. This chatbot also offers a list of the most common questions received by KHN's Employee Health offices.

Support Resources

IMPACT Solutions

Support resources are available through IMPACT solutions, which offers free, limited confidential support to employees and students at [MyImpactSoution.com](https://myimpact.southwestern.edu) or 1-800-227-6007. Services include:

- Immediate access to licensed mental health professionals
- Online counseling sessions
- Eldercare specialists
- Financial counseling

Centers for Disease Control and Prevention

Up-to-date information on COVID-19 from the Centers for Disease Control and Prevention

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Ohio Department of Health

Up-to- date information on COVID-19 from the Ohio Department of Health

<https://coronavirus.ohio.gov/wps/portal/gov/covid-19/home>