

Dear Kinesiology Students,

In an effort to ensure the health and safety of all students, faculty and staff, the Kinesiology department will follow guidelines set forth by Texas Christian University and the Centers for Disease Control and Prevention (CDC). **Based on these guidelines, we ask students as well as faculty and staff to adhere to the following:**

- **Perform a daily health assessment as outlined below.**
- **Wash hands or use hand sanitizer frequently for at least 20 seconds as outlined below.**
- **Maintain physical distancing (6 feet) to the best of their ability.**
- **Wear masks or face coverings, as outlined below, in all common areas (classrooms, labs, restrooms, hallways, etc.).**
- **Follow the guidelines for classroom procedures as outlined below.**
- **Schedule zoom meetings with faculty or staff ahead of time.**

Daily health self-assessment

- Students, faculty, and staff will be required to perform a daily self-assessment for known COVID-19 symptoms prior to arriving at the Rickel Academic Wing
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea
 - Feeling feverish or a measured temperature greater than or equal to 100.0 degree Fahrenheit
 - Known close contact with a person who has been lab confirmed within the past 14 days to have COVID-19
- If an individual has any new or worsening signs and symptoms on list above and/or temperature greater than or equal to 100.0 F:
 - Individual will not be permitted entry into building.
 - Individual will be asked to go home and told to contact either a health care professional or Brown-Lupton Health Center.
- If an individual develops symptoms as listed above while in class, individual will be asked to go home and told to contact either a health care professional or the Brown-Lupton Health Center.

- If an individual has known community exposure to a person who is lab-confirmed to have COVID-19, the individual is not permitted to return until the end of a 14-day self-quarantine period from the last date of exposure.
- If an individual has symptoms that could be related to COVID-19, the individual is assumed to have COVID-19 and will only be permitted to return to the building under both of the following circumstances:
 - At least 72 hours have passed since recovery (resolution of fever without the use of fever-reducing medications); and, individual has improvement in respiratory symptoms such as cough and shortness of breath; and, 10 days have passed since student's symptoms first appeared.
 - Individual provides medical professional's note clearing the student for return to building.

Handwashing procedures

- Proper handwashing procedures are described here: <https://www.cdc.gov/handwashing/when-how-handwashing.html>
- A video showing proper handwashing technique can be found here: <https://youtu.be/3PmVJQUcm4E>
- Restrooms are located on the first and second floor of the Rickel Academic Wing
- Hand sanitizer will be available in each building

Masks and face coverings

- Proper procedures on how to wear and handle masks can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>
- Proper procedures on how to wash reusable cloth face coverings can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wash-cloth-face-coverings.html>

Classroom procedures

- Class sizes will be limited based on room size per TCU policy
 - If classes need to be split into groups, students will be informed of their group assignment and times they will attend in-person class sessions by their instructor
- Classroom and office seating will be configured to meet physical distancing recommendations.
 - Students will be asked to leave these configurations in place and to maintain physical distancing when entering and exiting the classroom and throughout the class period

- In classrooms and shared spaces, students, faculty, and staff will be asked to wipe surfaces with disinfectant wipes before and after use. Facilities Services will provide disinfecting wipes in each classroom.
- Masks or face coverings will be required in classrooms

Meetings

- Meetings (questions regarding class, advising, etc.) **will primarily take place over Zoom**
- Should a face-to-face meeting be **necessary and allowed by TCU policy**, students should pre-schedule meetings with faculty/staff.
 - Walk-in meetings will not be permitted to minimize incidental contact with other individuals in the office area
 - Scheduling policies will be communicated by each individual instructor/advisor

Texas Christian University
Harris College of Nursing and Health Sciences
Department of Kinesiology

Protocols for laboratory research use during the COVID-19 pandemic

Updated 6-26-2020

Due to COVID-19, the following protocols will be in place to promote the health and safety of faculty, staff, and students in the Kinesiology Laboratories. **All faculty, staff, and students are expected to abide by the following requirements.**

- **Any use of the Kinesiology labs must be scheduled ahead of time as outlined below.**
- **Prior to entry into lab areas, formal safety training must be completed as outlined below.**
- **Perform a daily health assessment, as outlined below, prior to entering into any Kinesiology lab.**
- **Wear face coverings/masks while in classrooms, labs, and common areas.**
- **Upon entry to labs, wash hands with soap and water for at least 20 seconds, as outlined below.**
- **Limit the number of researchers present per laboratory to 3 or less depending on the size of the lab. No more than 1 person per laboratory bench, biosafety cabinet, etc., will be allowed at any time.**
- **Wipe down work areas and shared equipment before and after each use using the cleaning and disinfecting procedures outlined below.**

The following protocols will be updated based on emergent data and public health recommendations.

Use and Scheduling:

- Use of the Kinesiology Laboratories for research, laboratory courses, and other experiential learning activities within courses is based on University's response to COVID-19.
 - Requests for use will be reviewed to ensure number of participants are in compliance with facility and space requirements as outlined in physical distancing requirements outlined below.
 - The TCU Kinesiology SharePoint calendar ([KINE Lab Space Management](#)) will be used to schedule the use of each laboratory space and/or piece of shared equipment, including names and contact information for all users. This includes facilities that are shared by multiple research groups
 - Sign-in sheets will be provided for each lab every day
 - Faculty, staff, and students will sign in each day they use the lab to assist with contact tracing if necessary.
 - Tours, non-research activities, non-course activities, and external clients will not be permitted.

- Scheduling may be adjusted based on
 - Sufficient availability/stock of disinfecting and hand hygiene products.
 - Sufficient personal protective equipment, such as face masks and gloves.
 - Sufficient time needed between class sections or sessions to allow for disinfection of room, equipment, and other devices.

Training:

- Prior to entry into lab areas, faculty, staff, and students complete formal training as follows:
 - The Kinesiology Laboratory Coordinator will train faculty, staff, and graduate students on general guidelines in lab safety procedures regarding COVID-19 and will provide checklists specific to equipment and protocols in the Exercise Physiology Lab.
 - Principal Investigators and instructors will train graduate and undergraduate students who use lab spaces for research.
- COVID-19 signs, symptoms, evaluation, testing, course of illness, transmission, and what to do if symptomatic.
- Overview of infection prevention and control measures such as hand hygiene, respiratory etiquette, physical distancing, cleaning and disinfection.
- Individual personal conduct and hygiene expectations and responsibility to promote health and safety of all faculty, students and staff.
 - Lab research protocols will include use of personal protective equipment (PPE) such as face masks and gloves, maximum

numbers of persons per room, and Kinesiology lab specific cleaning checklists.

Screening:

- All faculty, staff and students will be required to perform a self-assessment for known COVID-19 symptoms prior to arriving at the Rickel Academic Wing and entering into any Kinesiology lab
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea
 - Feeling feverish or a measured temperature greater than or equal to 100.0 degree Fahrenheit
 - Known close contact with a person who has been lab confirmed within the past 14 days to have COVID-19

- If an individual has any new or worsening signs and symptoms from the list above and/or temperature greater than or equal to 100.0 F:
 - Individual will not be permitted entry into building/labs.
 - Individual will be asked to go home and told to contact either a health care professional or Brown-Lupton Health Center.
 - Incidences of this type will be reported to the appropriate TCU response team as outlined by University policy.

- If an individual develops symptoms as listed above while in class/labs, individual will be asked to go home and told to contact either a health care professional or the Brown-Lupton Health Center.

- If an individual has known community exposure to a person who is lab-confirmed to have COVID-19, the individual is not permitted to return until the end of a 14-day self-quarantine period from the last date of exposure.

- If an individual has symptoms that could be COVID-19, the individual is assumed to have COVID-19 and will only be permitted to return to the building under both of the following circumstances:
 - At least 72 hours have passed since recovery (resolution of fever without the use of fever-reducing medications); and, individual has improvement in respiratory symptoms such as cough and shortness of breath; and, 10 days have passed since individual's symptoms first appeared.

- Individual provides medical professional's note clearing the student for return to building.

Face Coverings/Masks (over nose and mouth):

- Faculty, staff and students will be required to wear face coverings/masks while in labs, and common areas.
- Face coverings/masks will not need to be worn in personal offices.
- Proper procedures on how to wear and handle masks can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>
- Proper procedures on how to wash reusable cloth face coverings can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wash-cloth-face-coverings.html>

Hand Hygiene:

- Upon entry to labs, faculty, staff and students will perform hand hygiene, preferably by washing hands with soap and water for a minimum of 20 seconds.
 - If a sink is not available in a lab, individuals will perform hand hygiene in the nearest bathroom and use hand sanitizer upon entry into the lab
- Exam gloves will be worn as appropriate to the research activity
- Hand sanitizer and/or soap and water are available in all laboratory areas and will be used by faculty, staff and students after removal of gloves.
- Visible signage will be posted in all lab areas to remind individuals of best hygiene practices
- Cleaning Services will provide hand sanitizer and disinfecting wipes in common use areas of the Rickel Academic Wing.
- Staff will perform checks of hand sanitizer availability and function of dispensers in a scheduled area on a daily basis.
- Proper handwashing procedures are described here: <https://www.cdc.gov/handwashing/when-how-handwashing.html>
- A video showing proper handwashing technique can be found here: <https://youtu.be/3PmVJQUCm4E>
- Hand sanitizer will be available at all building entrances and at access points for each floor.

Physical Distancing:

- Faculty, staff, and students will follow physical distancing guidelines in accordance with University Policy and CDC guidelines and are expected to maintain at least 6 feet of separation between each other. This includes

- Follow guidelines established by Facility Services for maximum number of individuals in room, maintain approved room set-up, and stay in specified locations for physical distancing as determined by Facility Services.
 - RIC 035 Exercise Physiology Lab: 30
 - RIC 037 Motor Control Lab: 16
 - RIC 172K Metabolic Lab: 9
 - RIC 256 Adaptive & Developmental Disabilities Lab: 21
 - RIC 259 Exercise Physiology Lab: 30
- If possible, rotating shifts for lab members will be established
 - The number of researchers present per laboratory will be limited to 3 or less depending on the size of the lab. Maximum density should be kept to less than 1 person per 100 sq. ft., with no more than 1 person per laboratory bench, hood, glove box, biosafety cabinet, etc., at any time
 - Furniture (tables and/or chairs) will be configured and/or removed according to specified room set-up and seating arrangement guidelines as indicated above.
- The TCU Kinesiology SharePoint calendar (KINE Lab Space management) will be used to schedule the use of each laboratory space and/or piece of shared equipment, including names and contact information for all users. This includes facilities that are shared by multiple research groups.
- Daily sign-in sheets will be provided in all labs
 - Faculty, staff, and students will sign in each day they use the lab to assist with contact tracing if necessary.
- Research operations will be adjusted to promote physical distancing and avoid individuals being less than 6 feet apart wherever possible.

Cleaning and Disinfecting:

- Responsibilities for regular cleaning and disinfecting of frequently touched surfaces before and after lab sessions in the kinesiology labs are specified below.
 - Faculty, staff, and students will have disinfecting wipes supplied by Facilities Services to self-clean their own work/learning spaces before and after each lab activity.
 - Bathrooms with soap and water are available on the first and second floor of the building.
 - In laboratory spaces, Cleaning Services will be responsible for cleaning floors and removing trash.
 - Faculty, staff and students will have sinks with soap and water and/or hand sanitizer available in the Kinesiology labs.
 - In laboratory spaces, Kinesiology faculty, staff, and students will use EPA Registered List N disinfectants (e.g. 10% bleach) to sanitize surfaces, equipment, computers, and keyboards after each use based on the lab-specific checklists.

- Kinesiology staff will prepare fresh 10% bleach solution at the beginning of the day in the Exercise Physiology lab.
- Lab PIs will be able to pick up a spray bottle containing 10% bleach solution from the Exercise Physiology lab and disinfect their lab spaces according to University policy and CDC guidelines, and in line with specific Kinesiology lab checklists.
- Lab PIs will be asked to return the spray bottles to the Exercise Physiology lab at the end of the day
- All door and cabinet handles, bench surfaces, keyboards, instrument control panels, etc. must be cleaned at the beginning and end of the day, or, if individuals are working in shifts, at the beginning and end of every shift.
- “High touch” items such as hand tools, micro-pipettors, faucet handles, chemical and spray bottles, chair backs and arm rests, pens and whiteboard markers should be cleaned between users.
- In labs, computer keyboards and mice must be cleaned by individual users of the room (either faculty, staff, or students) using wipes supplied by Cleaning Services.
- Tables, chairs, and equipment that is not being used for the research activities will be removed to decrease cleaning and disinfection requirements.
- TCU Return to Campus plan for care of personal workspaces must be followed

**Texas Christian University
Harris College of Nursing and Health Sciences
Kinesiology**

**Protocols for courses with clinical, pedagogical & coaching skills during the
COVID-19 pandemic
Updated 7-1-2020**

Due to COVID-19, the following protocols will be in place to promote the health and safety of faculty, staff, and students in Kinesiology courses that require instruction, practice and assessment of clinical, pedagogical, and coaching skills. All faculty, staff, and students are expected to abide by the following requirements.

- Before leaving home each day, students should conduct a daily health assessment to monitor for symptoms of COVID-19 (see TCU Student Daily COVID-19 Responsibility-Appendix A).
 - Students demonstrating symptoms should contact the Brown Lupton Health Center for medical advice (817-257-7940).
 - Communicate with your instructor of course regarding your status.
- Wear face coverings/masks while in classrooms, labs, and/or other designated learning space and in common areas.
- Upon entry to classroom, labs and/or other designated learning spaces, wash hands with soap and water for at least 20 seconds, as outlined below, or use hand sanitizer.
- Wipe down areas and shared equipment before and after each use using the cleaning and disinfecting procedures outlined below.

The following protocols will be updated based on emergent data and public health recommendations.

- Instruction and assessment of clinical, pedagogical and/or coaching skills may be adjusted based on
 - Sufficient availability/stock of disinfecting and hand hygiene products.
 - Sufficient personal protective equipment, such as face masks and gloves.
 - Sufficient time needed between class sections or sessions to allow for disinfection of room, equipment, and other devices.

Training:

- Prior to engaging in the instruction, practice, and/or assessment of clinical, pedagogical, and/or coaching skills, the instructor of course should review the guidelines for safety procedures regarding COVID-19 and will provide checklists specific to equipment and protocols.
 - COVID-19 signs, symptoms, evaluation, testing, course of illness, transmission, and what to do if symptomatic.
 - Overview of infection prevention and control measures such as hand hygiene, respiratory etiquette, physical distancing, cleaning and disinfection.

- Individual personal conduct and hygiene expectations and responsibility to promote health and safety of all faculty, students and staff.
- Lab, clinical, other specific course protocols will include use of personal protective equipment (PPE) such as face masks, gloves, maximum number of persons per room, and Kinesiology classroom/lab specific cleaning checklists.
- TCU Kinesiology COVID-19 policies will be available on the Department of Kinesiology website.

Screening and Exposure:

- All faculty, staff and students will be required to perform a self-assessment for known COVID-19 signs and symptoms prior to arriving at the Rickel Academic Wing and entering into any Kinesiology classroom, lab or other designated learning space (see TCU Student Daily COVID-19 Responsibility-Appendix A).
 - Students demonstrating symptoms should contact the Brown Lupton Health Center for medical advice (817-257-7940).
 - Communicate with your instructor of course regarding your status.
- If an individual develops symptoms while in class/labs, individual will be asked to go home and told to contact the Brown-Lupton Health Center (817-257-7940).
- If an individual has a known community exposure to a person who is lab-confirmed to have COVID-19, the individual is not permitted to return until the end of a 14-day self-quarantine period from the last date of exposure.
 - Report all exposures to the TCU COVID-19 Hotline (817-257-2684) and follow-up with your course instructor. See TCU Student Exposure Decision Tree (Appendix B)
- Students who test positive for COVID-19 should follow the TCU Student Testing for COVID-19 Decision Tree (Appendix C). Per the Tarrant County Public Health Protocol that TCU adopted, the symptom-based strategy will be followed for those persons who test positive for COVID-19 and have symptoms.
 - If a student is lab confirmed to have COVID-19, the student will be permitted to return to clinical and on-campus classes under the following conditions:
 - At least three days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications; **and** improvement in respiratory symptoms (such as cough and shortness of breath; **and** 10 days have passed since student symptoms first appeared.

Face Coverings/Masks (over nose and mouth):

- Faculty, staff and students will be required to wear face coverings/masks while in classrooms, labs, common areas, and other designated learning spaces.
- Face coverings/masks will not need to be worn in personal offices.
- Proper procedures on how to wear and handle masks can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>

- Proper procedures on how to wash reusable cloth face coverings can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wash-cloth-face-coverings.html>

Hand Hygiene:

- Upon entry to labs, classrooms, and/or other learning spaces, faculty, staff and students will perform hand hygiene, preferably by washing hands with soap and water for a minimum of 20 seconds.
 - If a sink is not available in a lab, classroom, and/or other learning space, individuals should wash hands in the closest bathroom prior to entering the learning space using paper towels to open doors and perform hand hygiene using hand sanitizer once they enter the classroom.
- Exam gloves will be worn as appropriate for the learning activity, but should not be a substitute for proper hand hygiene.
 - Students, faculty and staff should wash hands prior to and following performing any hands-on skills.
- Hand sanitizer and/or soap and water will be available in all laboratory areas and will be used by faculty, staff and students after removal of gloves.
- Visible signage will be posted in all lab areas to remind individuals of best hygiene practices.
- Cleaning Services will provide hand sanitizer and disinfecting wipes in common use areas of the Rickel Academic Wing.
- Staff will perform checks of hand sanitizer availability and function of dispensers in a scheduled area on a daily basis.
- Proper handwashing procedures are described here: <https://www.cdc.gov/handwashing/when-how-handwashing.html>
- A video showing proper handwashing technique can be found here: <https://youtu.be/3PmVJQUCm4E>
- Hand sanitizer will be available at all building entrances and at access points for each floor.

Physical Distancing:

- Faculty, staff, and students will follow physical distancing guidelines in accordance with University Policy and CDC guidelines and are expected to maintain at least 6 feet of separation between each other. This includes:
 - Following guidelines established by Facility Services for maximum number of individuals in room, maintaining approved room set-up, and staying in specified locations for physical distancing as determined by Facility Services.
 - Furniture (tables, treatment tables, and/or chairs) will be configured and/or removed according to specified room set-up and seating arrangement guidelines as indicated above.
 - Learning activities will be designed and operations adjusted to promote physical distancing and avoid individuals being less than 6 feet apart.
 - When social distancing cannot be maintained due to the nature of the learning requirements, precautions should be even more strictly enforced.

- Examples include, but are not limited to, skin-fold testing, blood pressure assessment, weight training, orthopedic examination skills (palpation, manual muscle testing, special tests), auscultation, and manual therapy techniques.
 - Students will be required to wash hands prior to and following hands-on skills and should disinfect any equipment required for the skill prior to and following use.
 - Students must wear masks and gloves (as appropriate) for all skills where they may come in close contact with another student and/or faculty.
 - No more than 2 students and/or 1 faculty and 1 student allowed per station, table or activity at a time.
 - Daily sign-in sheets will be provided in all labs/classrooms that require instruction/assessment of clinical, pedagogical, and/or coaching skills.
 - Faculty, staff, and students will sign in each day they use the rooms to assist with contact tracing if necessary.

Cleaning and Disinfecting:

- Responsibilities for regular cleaning and disinfecting of frequently touched surfaces before and after class sessions are specified below.
 - Faculty, staff, and students will have disinfecting wipes supplied by Facilities Services to self-clean their own work/learning spaces before and after each class/learning activity.
 - Bathrooms with soap and water are available on the first and second floor of the building.
 - Faculty, staff and students will have sinks with soap and water and/or hand sanitizer available in the Kinesiology classrooms, labs, and other designated learning spaces.
 - In classroom spaces, Kinesiology faculty, staff, and students will use EPA Registered List N disinfectants (e.g. 10% bleach) to sanitize surfaces, equipment, computers, and keyboards after each use based on the lab-specific checklists.
 - Kinesiology staff will prepare fresh 10% bleach solution at the beginning of the day in the Exercise Physiology lab.
 - All door and cabinet handles, bench surfaces, keyboards, instrument control panels, etc. must be cleaned at the beginning and end of the day, or, if individuals are working in shifts, at the beginning and end of every shift.
 - “High touch” items such as hand tools, micro-pipettors, faucet handles, chemical and spray bottles, chair backs and arm rests, blood pressure cuffs, skinfold calipers, examination tables, pens and whiteboard markers should be cleaned between users.
 - In classroom spaces, Cleaning Services will be responsible for cleaning touchpoints during the day (perhaps multiple times). Cleaning Services will be responsible for cleaning floors and removing trash.

- In classrooms and labs, computer keyboards and mice must be cleaned by individual users of the room (either faculty, staff, or students) using wipes supplied by Cleaning Services.
- TCU Return to Campus plan for care of personal workspaces must be followed.

Texas Christian University
Harris College of Nursing and Health Sciences
TCU Kinesiology
Protocol for COVID-19 Exposure during Clinical/Practicum/Internship/Student Teaching
Experiences
Updated August 25, 2020

This protocol is based on the guidance from Centers for Disease Control and Prevention (CDC) and will be updated based on emergent data and public health recommendations.

Purpose

There may be increased risks for exposure to COVID-19 during experiences involving regular engagement in on-site, in-person activities in health care and other settings students may be placed through the Department of Kinesiology. This includes clinical, practicum, internship, and student teaching experiences. Students and faculty must abide by the facility's infection control policies to minimize exposure to respiratory pathogens including SARS-CoV-2, the virus that causes COVID-19. This protocol serves as a directive for addressing the incidence of student and/or faculty unintended exposure to COVID-19 or Person Under Investigation (PUI) during a course that contains a clinical, practicum, internship, or student teaching experience.

Clinical Information and Restrictions Regarding COVID-19

- Students will receive information regarding infection control, precautions, and restrictions for their clinical/practicum/internship/student teaching experiences with specific instructions regarding their assigned site's current policies. Students will be required to acknowledge their assigned site's policies and submit this acknowledgment to the instructor of course.
- Before leaving home each day, students should conduct a daily health assessment to monitor for symptoms of COVID-19 (see TCU Student Daily COVID-19 Responsibility-Appendix A).
 - Students demonstrating symptoms should contact the Brown Lupton Health Center for medical advice (817-257-7940).
 - Communicate with your instructor of course regarding your status.
- Students will be required to sign the HCNHS Clinical-Practicum-Field Education Waiver (Appendix D) prior to placement in a clinical/practicum/internship/student teaching site.
 - If a student chooses to postpone their placement until a later date, they should meet with their instructor of course/program director/advisor to determine an alternate course of action.
- For students completing clinicals and/or internships in health care settings:
 - Students are not be permitted in COVID-19 designated units.
 - Students may not enter the room of or provide care for a COVID-19 positive patient or PUI.
 - Students cannot provide care for a patient using isolation protocols requiring the use of an N95 mask.

Exposure to Person with Confirmed COVID-19 or PUI

If a student is inadvertently exposed to a patient, client, visitor, student or healthcare personnel (HCP) with confirmed COVID-19 or who is a PUI, the student should contact their supervising faculty immediately. The student must report the exposure to their supervising faculty as soon as it is known. Faculty will meet with student to discuss exposure incident and identify the next steps based on CDC guidelines (<https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assessment-hcp.html>). The table below provides a guide for required actions based on the situation in which the exposure took place .

Situations in Which Exposure May Occur

Even with facility and TCU guidelines for students, there will be situations in which students may be exposed to COVID-19 including, but not limited to:

- Assisting and/or interacting with care/treatment/instruction of patient, client or student who has not been tested or is waiting results (PUI).
- Exposure to healthcare personnel who is being tested or becomes symptomatic during the student's clinical/practicum/internship/student teaching experience.
- Assisting and/or interacting with patient, client or student who becomes symptomatic during the student's clinical/practicum/internship/student teaching experience.
- Exposure to a visitor who becomes symptomatic during the student's clinical/practicum/internship/student teaching experience and later tests positive for COVID-19, or reports recent exposure to someone with COVID-19.
- **Exposure** is having close contact with a patient, client, student, visitor, or HCP with confirmed COVID-19. Exposure is considered prolonged if it lasted longer than 15 minutes.
- **Close Contact** is defined as someone who lives in the same house or residence hall room as a sick person with COVID-19; cares for a sick person with COVID-19; has been within 6 feet of a sick person with COVID-19 for 15 minutes or longer; has been in direct contact with secretions from a sick person with COVID-19
- Report all exposures to the [TCU COVID-19 Hotline \(817-257-2684\)](tel:817-257-2684) and follow-up with your course instructor. See TCU Student Exposure Decision Tree (Appendix B)

Community Exposure

If student has known community exposure (close contact) to a person who is lab-confirmed to have COVID-19, the student must call the TCU COVID-19 Self-Reporting Hotline at 817-257-2684 and contact their faculty of record prior to their next scheduled class day (clinical or on campus).

- Factors to consider when defining close contact include proximity, the duration of exposure (e.g., longer exposure time likely increases exposure risk), and whether the exposure was to a person with symptoms (e.g., coughing likely increases exposure risk).

Following review of exposure details, and in consultation with external placement coordinator, Program Director and Associate Dean:

- In cases of community exposure or positive COVID-19 diagnoses, the external placement coordinator will notify the appropriate clinical facility educational liaison that a student

was in their facility that has a known community exposure (close contact) to a person who is lab-confirmed to have COVID-19 or has tested positive for COVID-19.

- Course faculty of record will communicate the required next steps with the student.

Faculty Responsibility after Receiving Notification from Student who has an Exposure or is Positive COVID-19

To help students remain on their planned progression toward graduation, student absences related to COVID-19 illness or exposure will be tracked along with the plan to make-up missing clinical days and assignments. After faculty receives notification from a student about an exposure or positive COVID-19 test result, verify the student has notified the TCU COVID-19 Self-Reporting Hotline and refer the student to do so if they have not. Faculty of record (see below) should document the student name, date of exposure or COVID-19 test, missed work or clinical/lab/sim, make-up plan, and estimated return date.

KINE 40903	Phil Esposito
KINE 20102	Alan Reid
KINE 30102	Alan Reid
KINE 40102	Stephanie Jevas

After the student returns, faculty of record should record information regarding the student's actual return date and the date missed work or clinical/lab/sim was completed. All provided information will be kept confidential. Faculty or record are not to share this information with other TCU employees who are not involved with the student's current courses or other students.

TCU COVID-19 Reporting Hotline

Students, staff and faculty who test positive for COVID-19 or have been exposed should call the TCU COVID-19 Reporting Hotline 817-257-2684 for care and assistance.

Faculty/Supervisors who are informed by students about positive COVID-19 diagnoses should also contact the TCU COVID-19 Self-Report Hotline: 817-257-2684 to ensure that student reporting occurs.

For employees (staff and faculty), this will also initiate follow-up from TCU Care Coordinators, Human Resources, contact tracing and TCU Facilities. Supervisors also may use this number to report an employee who has a confirmed positive test. Supervisors are allowed to report on behalf of employees only if the employee is not able to self-report.

Positive Test Results

Students who test positive for COVID-19 should follow the TCU Student Testing for COVID-19 Decision Tree (Appendix C). Per the Tarrant County Public Health Protocol that TCU adopted, the symptom-based strategy will be followed for those persons who test positive for COVID-19 and have symptoms.

Returning to Class after Positive Test Results

Students will be required to isolate until the following conditions of recovery are met:

- Released by a TCU Health Center clinician
- At least 10 days have passed since symptoms first appeared and
- At least 24 hours have passed since last fever without the use of fever-reducing medications and
- Symptoms (e.g., cough, shortness of breath) have improved

Incident Report Forms

The Incident Report Form (Appendix E) is to be completed within 24 hours of the student reporting the incident. Incident Report Forms can be obtained from the supervising faculty for the course/program in which you are enrolled. The original goes to the Department of Kinesiology and copies to student, supervising faculty and to the HCNHS Regulatory and Compliance Coordinator. If follow-up information is required (such as test results), please note that on the form, communicate to all involved, and provide the expected date for follow-up information. Any questions regarding the Incident Report Form should be directed to the HCNHS Regulatory and Compliance Coordinator:

Harris College of Nursing and Health Sciences
Chelsea Turner, Regulatory and Compliance Coordinator
Chelsea.Turner@tcu.edu
817-257-6746

References:

CDC. (May 18, 2020). Interim Infection Prevention and Control Recommendations for Patients with Suspected or Confirmed Coronavirus Disease 2019 (COVID-19) in Healthcare Settings.

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-recommendations.html>

CDC. (May 29, 2020). Interim U.S. Guidance for Risk Assessment and Work Restrictions for Healthcare Personnel with Potential Exposure to COVID-19. <https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assesment-hcp.html>

CDC. (April 30, 2020). Criteria for Return to Work for Healthcare Personnel with Suspected or Confirmed COVID-19 (Interim Guidance) https://www.cdc.gov/coronavirus/2019-ncov/hcp/return-to-work.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fhealthcare-facilities%2Fhcp-return-work.html

CDC. (April 24, 2020). How to Protect Yourself & Others. <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

TCU COVID-19 Microsite. <https://www.tcu.edu/coronavirus/students.php>

TCU COVID-19 Reporting Hotline
817-257-2684 (COVI)

Guidance for Exposure to COVID-19 Positive Person^a or PUI

IF	THEN
<p>Student was wearing appropriate PPE according to CDC recommended & facility’s guidelines and adhering to infection control measures (hand hygiene) while with a COVID-19 positive person^a or PUI</p>	<ul style="list-style-type: none"> ● Faculty completes the Incident Report Form. ● No restrictions for returning to clinical/practicum/internship/student teaching or school. ● Faculty will follow-up with site for test results of PUI. ● Student should monitor themselves for symptoms consistent with COVID-19^b
<p>Student was NOT wearing a facemask (surgical facemask supplied by TCU Kinesiology or site) while with a COVID-19 positive person^a or PUI</p>	<ul style="list-style-type: none"> ● Faculty completes the Incident Report Form. ● Student will be restricted from clinical/practicum/internship/student teaching and on-campus classes for 14 consecutive days from exposure if they have not developed symptoms or were not tested for COVID-19. ● Student to monitor themselves for symptoms consistent with COVID-19^b ● Faculty will follow-up with site for test results of PUI. ● If test results are negative, student can return to clinical/practicum/internship/student teaching and on-campus classes.
<p>Person with COVID-19^a or PUI was NOT wearing facemask & the student was not wearing required PPE (to include eye protection as appropriate for site). <i>For example, a student is in a breakroom with an HCP who removed their mask and is coughing. The student is wearing a mask, but not a shield or eye protection. The HCP is sent for testing and becomes a PUI. Even though the student is wearing a mask according to protocol, their risk for infection is increased because of not having eye protection and the PUI not wearing any protection.</i></p>	
<p>Student was not wearing the recommended PPE during an aerosol-generating procedure on a COVID-19 positive patient or PUI.</p>	
<p>Student developed COVID-19 illness within the previous 3 months and has recovered and remains without COVID-19 symptoms</p>	<p>Does NOT need to stay home (self-isolate)</p>

^aCOVID-19 positive person may be patient, client, student, visitor, or HCP. Report all exposures to the TCU COVID-19 Hotline (817-257-2684) and follow-up with your course instructor.

^bAny student who develops fever or symptoms consistent with COVID-19 should immediately self-isolate and contact their instructor of course and the TCU COVID-19 Hotline (817-257-2684) to arrange for medical evaluation and testing.

^cAny student, staff, or faculty positively diagnosed with COVID-19 prior to following the steps in “b” above should immediately contact the TCU COVID-19 Self-Report Hotline: 817-257-2684, and immediately after that contact their clinical faculty or supervisor

Appendix A
TCU Student Daily COVID-19 Responsibility

Student Daily COVID-19 Responsibility

Before leaving home each day conduct the following daily health assessment to monitor for symptoms of COVID-19.

Exhibiting any listed symptoms?

YES

- Fever (Over 100° F)
- New cough
- New shortness of breath or difficulty breathing
- New chills
- New muscle aches
- Sore throat
- Headache
- Diarrhea
- New loss of taste or smell

- Struggling to breathe or fighting for breath even when inactive or resting
- Feeling as though you might collapse every time you stand or sit up

CALL 911. Do not come to class or campus.

Continue to monitor your health. Do not come to class or campus. Report your symptoms on the Health and Illness Report Form. https://bit.ly/covid_form

If you are hospitalized due to COVID-19, please call the TCU COVID-19 Hotline, 817-257-2684, so TCU can provide you with assistance and resources.

Contact the Brown Lupton Health Center for medical advice. 817-257-7940

A TCU Care Coordinator will follow up with you to notify professors of your absence and discuss other ways they can help.

NO

- Protect yourself by maintaining good hygiene and prevention standards:
- Wash your hands
 - Wear a face covering
 - Maintain 6 feet of physical distance
 - Clean and disinfect common spaces before and after use



Appendix B
TCU Student Exposure to COVID-19 Decision Tree

Student Exposure to COVID-19

Have you had close contact with a person who tested positive for COVID-19?

A close contact is someone who

- Lives in the same house or residence hall room as a sick person with COVID-19.
- Cares for a sick person with COVID-19.
- Has been within 6 feet of a sick person with COVID-19 for 15 minutes or longer.
- Has been in direct contact with secretions from a sick person with COVID-19.

YES

- Stay home for 14 days from the time of your exposure. The time of your exposure is the last time you came in close contact with the positive individual.
- Do not go to class or come campus, avoid contact with others.
- Contact the TCU COVID-19 Hotline at [817-257-2684](tel:817-257-2684) to report your exposure.
- Take your temperature with a thermometer two times a day to monitor for fever. You can use a [temperature log](#) to record your results.
- Watch for [cough or trouble breathing](#).
- Review the [COVID-19 daily responsibility list](#) and follow the instructions based on symptoms.
- Do not take public transportation, taxis, or ride-shares.

A Care Coordinator will work with you during your quarantine, providing a wide range of support services.

- Communications with your professors on your absence.
- Logistical support for remote coursework.
- Meal and laundry options for your quarantine.
- Mental and physical health resources.
- Contact with Housing & Residence Life or Fraternity & Sorority Life to facilitate isolation for on-campus residents.

NO

Continue to conduct daily health assessments and maintain good hygiene and prevention standards including washing hands, wearing a face cover, maintaining 6 feet of physical distance, cleaning and disinfecting common spaces before and after use.



Appendix C
TCU Student Testing for COVID-19 Decision Tree

Student Testing for COVID-19

If you have symptoms, it is important to be screened for COVID-19. Students should call the Brown-Lupton Health Center to schedule an appointment for testing, [817-257-7940](tel:817-257-7940). While you wait for your results, please stay at home, away from others. The CDC also recommends you wear a face covering, cover your coughs and sneezes, avoid sharing common household items, wash your hands frequently, and routinely clean high touch surfaces such as tabletops, doorknobs and light switches.

What were the results of your COVID-19 test?

POSITIVE

If you were tested at the TCU Health Center, a representative will call you to provide information about self-isolation and connect you to a Care Coordinator. It is vital that you share accurate information to prevent further spread of the virus.

If you were not tested at the Health Center, call the TCU COVID-19 Hotline at [817-257-2684](tel:817-257-2684) to report your results and speak with a Care Coordinator.



A Care Coordinator will work with you during your quarantine, providing a wide range of support services.

- Communications with your professors on your absence.
- Logistical support for remote coursework.
- Meal and laundry options for your self-isolation.
- Mental and physical health resources.
- Contact with Housing & Residence Life or Fraternity & Sorority Life to facilitate isolation for on-campus residents.

You will be required to isolate until both of the following conditions of recovery are met.

- At least 3 days have passed without a fever, without the use of fever-reducing medications, and improvement in any respiratory symptoms (cough, shortness of breath).
- At least 10 days have passed since your symptoms first appeared.

NEGATIVE

You do not have COVID-19, please stay home until your current illness passes.

Continue to conduct daily health assessments and maintain good hygiene and prevention standards including washing hands, wearing a face cover, maintaining 6 feet of physical distance, cleaning and disinfecting common spaces before and after use.



Appendix D
HCNHS Clinical-Practicum-Field Education Waiver



**Clinical-Practicum-Field Education
Fall 2020 Selection**

Due to the uncertainty caused by the COVID-19 pandemic and the potential risks involved with a nursing and/or health sciences clinical/practicum involving regular engagement in on-site, in-person practicum activities in a health care or social service setting, nursing and health sciences students who had intended to participate in a clinical or field placement in the Summer of 2020 are being given the opportunity to postpone their clinical or field placement until a later date. Just like all TCU students, those who choose to participate in a clinical or field placement in the Fall of 2020 should have health insurance.

Even with the public and health and safety measures implemented by TCU and/or by each clinical or practicum site or placement to prevent the spread of COVID-19, TCU cannot promise or ensure that a student will not be exposed to or contract COVID-19. Each TCU student is responsible for his or her own health and well-being and must evaluate the risks of living and learning in a campus environment or participating in a clinical placement or practicum in light of that student’s health history, underlying health conditions, advice from healthcare providers, and other factors that may impact the risks of contracting the COVID-19 virus.

This form is in addition to, and not a substitute for, the Affirmation and Acknowledgement of Risk form required of all nursing and health sciences students participating in a clinical or field placement.

Please select one of the following statements and return this form to your course faculty:

_____ I choose to postpone my practicum and/or placement until a later date to be determined upon agreement of all parties (Program, available agencies, and student). I understand that this may postpone my anticipated graduation date.

_____ Yes, I will participate in practicum and/or field placement as scheduled in the Fall of 2020, and I represent that I have current health insurance coverage and will maintain that coverage while I am a student at TCU. By signing below and choosing to participate in a practicum and /or field placement I acknowledge that TCU cannot eliminate the risks to me of contracting the COVID-19 virus or any harm to my life and health that may be caused by the virus. By signing below I also represent that I have considered and evaluated the risks associated with living and learning in a campus environment and/or participating in a practicum and/or field placement in light of my health history, underlying health conditions, advice from my healthcare providers, and other factors that may impact the risks to me of contracting the COVID-19 virus. By choosing to participate in a practicum or field placement, I represent that I have decided to assume those risks. Finally, by choosing to participate in a clinical experience or practicum and signing below, I agree that on behalf of myself, my executor, heirs and assigns, I release and hold harmless Texas Christian University and its board, officers, employees, agents, and successors of and from any and all expenses, damages, judgments, and costs, of whatever kind, that arise from any illness or injury I may acquire or sustain while participating in the practicum and/or field placement.

Student Signature

Date

Student TCU ID Number

Course Faculty Signature

Date

Appendix E
Incident Report Form



Incident Report

Report to be completed within 24 hours of incident/accident

Who is preparing this report? (Please print): _____

Date: _____ Institution/Facility where occurrence took place: _____

Was an incident report filed with the institution/facility? Yes _____ No _____

If yes, who signed it? _____

Write clearly and specifically what occurred. Include date, time, institution/facility, unit, room, and bed number. Attach all supporting information available or use a continuation sheet if necessary.

If the incident was reported to the preceptor/health care provider, what was the response?

Name of physician/health care provider: _____

List all persons (with titles) to whom incident was reported: _____

List all names and titles of all persons/witnesses involved in this incident: _____

Is this a needlestick? Yes _____ No _____

Is this a blood borne pathogen exposure? Yes _____ No _____

Was medical care required? Yes _____ No _____

What, if anything, was done because of the incident (include any diagnostic, blood tests, or x-rays)?

What, if any, follow up is required? _____



What could have prevented this incident? _____

What has been done to prevent a similar incident from occurring in the future? _____

Student's name: _____

Signature: _____

Faculty's name: _____

Signature: _____

Witness' name: _____

Signature: _____

(if available)

Copy distribution: Original to Harris College Department, copy to student, copy to faculty member, and copy to Regulatory and Compliance Coordinator.

Any questions regarding this form should contact Regulatory and Compliance Coordinator below.

Harris College of Nursing and Health Sciences
Chelsea Turner, Regulatory and Compliance Coordinator
Chelsea.Turner@tcu.edu
817-257-6746