



2021-2022 Safe Return to Campus



oregoncoast.edu/returning-to-campus-safely





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Oregon Coast Community College's Guiding Principles for Return to Campus

Oregon Coast Community College seeks to safely return everyone to campus to meet the College's mission of equipping students for success by providing educational pathways and supports in response to the diverse needs of our community. Through accessible and engaging programs, we enrich the economic and civic vitality of Lincoln County and beyond.

Therefore, we embrace the following guiding principles for re-opening:

- Prioritize, above all else, the health and safety of students, employees, and the community. The College is open to the general public.
- Implement practices that follow, OSHA, Centers for Disease Control and Prevention (CDC), Oregon Health Authority (OHA), and local public health guidelines.
- Implement measures to limit the spread of COVID-19 within buildings and the campus setting, such as appropriate cleaning and disinfecting procedures; encouraging self-screening and self-monitoring for illness among students and employees, as more fully described in this document.



Safety Standards

Reducing potential exposures

The mainstays of reducing exposures to the coronavirus and other respiratory pathogens are:

- **Hand hygiene** — frequent washing with soap and water or using hand sanitizer (which will be provided at the main entrance as well as throughout all College buildings). Encourage students and employees to perform appropriate hand hygiene upon their arrival to campus every day: washing with soap and water for 20 seconds or using an alcohol-based hand sanitizer with 60-95% alcohol.
- **Face coverings** — Face coverings are required in all indoor public spaces. Face coverings must be worn correctly and cover both the nose and mouth. The only time that face coverings should be lowered is when you are eating, drinking or in a private space.
 - Face coverings will remain available, free of charge, at the entrance to College facilities
- **Environmental cleaning and disinfection** — Facilities will continue following OSHA cleaning requirements. Complimentary disinfecting wipes or similar supplies will be available at the Udesk
- **In the Event of Exposure** — Isolation of those who are sick and quarantine of those who have been exposed: see guidelines for employees and students for specific steps (refer to employee and student sections).
- **Outdoors** — With the above considerations foremost, outdoor activities are safer than indoor activities.

Oregon Coast Community College has made the determination that all students may return for face-to-face instruction. The resumption of on-site operations will continue to be informed by local circumstances and regional readiness, in consultation with the Lincoln County Health and Human Services (LCHHS).

The College shall provide the greatest level of choice and flexibility to equitably support student access and success in their education while minimizing risks to students and staff.

Entry and Self-Screening

The College shall:

- Encourage students, employees and visitors to perform appropriate hand hygiene upon their arrival to campus every day: washing with soap and water for 20 seconds or using an alcohol-based hand sanitizer with 60-95% alcohol.
- Ensure that face coverings are properly utilized by all students, employees and visitors.
- Require students, employees, and visitors to conduct a self-check for COVID-19 symptoms before coming to a campus.
- Instruct students, employees, and visitors to stay home if they have COVID-19 symptoms. COVID-19 symptoms are as follows:
 - Primary symptoms of concern: cough, fever or chills, shortness of breath, or difficulty breathing.
 - Muscle pain, headache, sore throat, new loss of taste or smell, diarrhea, nausea, vomiting, nasal congestion, and runny nose are also symptoms often associated with COVID-19 but are non-specific.
 - More information about COVID-19 symptoms [is available here](#)
- Emergency signs and symptoms that require immediate medical attention:
 - Trouble breathing
 - Persistent pain or pressure in the chest
 - New confusion or inability to awaken
 - Bluish lips or face
 - Other severe symptoms

Hand Hygiene and Respiratory Etiquette

The College shall:

- Remind students, employees, and visitors about the utmost importance of hand hygiene and respiratory etiquette.
- Hand hygiene means washing with soap and water for 20 seconds or using an alcohol-based hand sanitizer with 60-95% alcohol.
- Respiratory etiquette means covering coughs and sneezes with an elbow or a tissue, especially when not wearing a face covering. Tissues should be disposed of, and hands washed or sanitized, immediately.
- Provide hand hygiene stations with alcohol-based hand sanitizer in high-use areas, such as entrances to buildings and other areas, as feasible. Students, employees and visitors are encouraged to use hand sanitizer.

Health-Related Communication

The College will:

- Remind students, employees, and visitors that attending in-person classes, working, and visiting campus while ill is not permitted.
- With LCHHS guidance, protocols have been developed for communicating with students, employees and the community when a new case or cases of COVID-19 are diagnosed in students and employees, including a description of how the College responds.

Isolation Measures

Regardless of vaccination status the College shall take steps to ensure that if a student, employee, or visitor develops or reports primary COVID-19 symptoms while on campus:

- Recommend testing if experiencing COVID-19 symptoms.
- Require isolation if they have tested positive for COVID-19 in the prior 10 days or are experiencing COVID-19 symptoms.
- Recommend testing 3-5 days after exposure to someone with suspected or confirmed COVID-19
- Continue to follow any applicable federal, state, local, tribal, or territorial laws, rules, and regulations.

Isolation Measures: Employees

Case-by-Case Evaluation

The following is a general guide implemented by the College. Each reported case may differ based on level of known or assumed contact, date of primary contact, and other health-risk factors. As positive cases are reported, the College will continue to confer with county health officials on actions to best protect the health of our students, staff, and community.

Employee-report of suspected contraction (no confirmed test)

- Complete the [Self-Report Form](#)
- Notify supervisor and/or HR
- Advise employee to keep supervisor and/or HR updated. As with any medical situation an employee may choose to not have detailed information shared with their supervisor. HR will ensure that information remains as confidential as possible, should confidentiality not be able to be maintained, HR will notify the employee.

Employee-report of symptoms and self-report of a test

- Complete the [Self-Report Form](#)
 - Advise employee to keep supervisor and/or HR updated. As with any medical situation an employee may choose to not have detailed information shared with their supervisor. HR will ensure that information remains as confidential as possible, should confidentiality not be able to be maintained, HR will notify the employee.
- Employee reminded to comply with OHA COVID-19 Isolation and Quarantine guidelines.
<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>

Employee report of positive test

- Complete the [Self-Report Form](#)
- Advise employee to keep supervisor and/or HR updated. As with any medical situation an employee may choose to not have detailed information shared with their supervisor. HR will ensure that information remains as confidential as possible, should confidentiality not be able to be maintained, HR will notify the employee.
- Employee reminded to comply with home-quarantine as advised by health official and/or college representative
- HR will inform the supervisor of the employee that the employee is unable to come to work along with current work status.
- Employees should not return to work until the criteria to discontinue home isolation are met. In general, individuals may return to work when:
 - At least 10 days have passed since symptoms first appeared AND
 - At least 48 hours have passed since fever went away without the use of fever-reducing medications and improvement in other symptoms
 - If the individual did NOT have symptoms but has a positive COVID-19 diagnostic test, the individual can return to work after 10 days have passed since the date of the positive COVID-19 diagnostic test.

County-confirmed positive test/contact tracing: Same for Students & Employees;

- The College will confer with county health officials on next steps.
- Registrar coordinates release of contact/information for students as legally necessary for contact tracing.
- Human Resources coordinates release of contact/information for employees as legally necessary for contact tracing.
- Communication
 - Send Clery notification (duty to warn) within 24 hours (Responsible: Director of Facilities & Safety, Director of Human Resources, Vice President of Student Affairs).
- Recipients depend on potential exposure (all staff, all students, only those in specific location)
 - Message must be approved by College President.

Isolation Measures: Students

Case-by-Case Evaluation

The following is a general guide implemented by the College. Each reported case may differ based on level of known or assumed contact, date of primary contact, and other health-risk factors. As positive cases are reported, the College will continue to confer with county health officials on actions to best protect the health of our students, staff, and community.

Self-report of exposure, symptoms and self-report of a positive test (student)

- Complete the [Self-Report Form](#). The Vice President Student Affairs will be informed (for further follow up/coordination with other instructors).
- As with any medical situation, a student (without disclosing the nature of the illness) will be advised to

work with individual instructors.

- Student reminded to comply with home-quarantine until test results are known as advised by health official and/or college representative
- POSITIVE TEST
 - County-confirmed positive test/contact tracing
 - Registrar/HR to determine if any release of information is warranted to assist with contact tracing. (Registrar consults FERPA guidance)

County-confirmed positive test/contact tracing: Same for Students & Employees

- The College will confer with county health officials on next steps.
- Registrar coordinates release of contact/information as legally necessary for contact tracing.
- Human Resources coordinates release of contact/information for employees as legally necessary for contact tracing.
- Communication
 - Send Clery notification (duty to warn) within 24 hours (Responsible: Director of Facilities & Safety, Director of Human Resources, Vice President of Student Affairs)
- Recipients depend on potential exposure (all staff, all students, only those in specific location)
 - Message must be approved by College President.

Covid-19 Health & Safety Operational Plan

Plan Development

Required

- The College has designated Joy Gutknecht, Director of Human Resource, to implement and enforce, or supervise the implementation or enforcement, of the standards and guideline provided in this document.

Resources

1. CDC <https://www.cdc.gov/coronavirus/2019-ncov/community/workplaces-businesses/index.html>
2. Oregon Health Authority's (OHA): <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/Ie2342c.pdf>
3. Lincoln County COVID-19: <https://www.co.lincoln.or.us/hhs/page/2019-novel-coronavirus>
4. Face Covering Guidance: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

For any questions regarding the document contact: covidresponse@oregoncoast.edu

OSCC Statement of Non-Discrimination

Oregon Coast Community College does not discriminate on the basis of race, color, national origin, sex, disability, age, sexual orientation, marital status, or religion in its programs and activities. The following individuals have been designated to handle inquiries regarding the non-discrimination policies:

Vice President for Student Affairs, Dr. Andres Oroz 400 SE College Way Newport, OR 97366 541-867-8511 andres.oro@oregoncoast.edu	Joy Gutknecht, HR Manager 400 SE College Way Newport, OR 97366 541-867-8515 joy.gutknecht@oregoncoast.edu
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No discriminación

Oregon Coast Community College no discrimina base el color, raza, origen nacional, sexo, discapacidad, edad, orientación sexual, estado civil o religiosa en sus programas y actividades. Las siguientes personas han sido designadas para atender las consultas relativas a casos de discriminación: