

MCCD COVID-19 Room-Specific Protection Plan (SMN 225)

Purpose of this Document

The purpose of this document is to outline the maintenance of a safe, clean environment for employees and students scheduled to be in SMN 225, Kentfield. This Room-Specific Protection Plan (RPP) is a sub-document of the College's Site-Specific Protection Plan (SPP). Please be advised that circumstances are changing rapidly, and this RPP and SPP may be outdated and need revisions. For the most current information, please visit COM's COVID-19 webpage at <http://www1.marin.edu/news/coronavirus-covid-19-updates-and-resources>.

**This COVID-19 Room-Specific Protection Plan was most recently updated on:
August 25, 2020**

The person(s) responsible for implementation of this Plan is:

<u>Jeff Marozick</u>	<u>Chief of Police, Marin Community College District Police Department</u>
Name	Title

I, Jeff Marozick certify that all employees have been provided a copy of it and have reviewed it and received training as required in the SPP.

<u>Jeff Marozick</u>	_____
Name	Signature

Individual Control Measures and Screenings

- Employees whose work duties can be conducted remotely are doing so and will continue to do so until the Shelter in Place Order is lifted. For the fall 2020 semester, only a small number of faculty and students will come on campus as approximately 90% of course offerings will be online.
- Class sections have been scheduled to comply with occupancy limits for required physical distancing and to allow for enough time in between class meetings for cleaning.
- All employees and students entering this room have been provided with or have administered to themselves symptom screenings prior to arrival. Screening follows [CDC Guidelines](#).
- Students have completed the Student Safety Agreement before the beginning of their course and the College Symptom Screening before each simulation session.

- Employees and students who are sick or exhibiting symptoms of COVID-19 are directed to stay home and Centers for Disease Control guidelines will be followed for when that employee can return to work or student may return to campus.
- Face coverings are required when employees and students are in this room. Face coverings are required when in the vicinity of others. Face coverings are not shared.
- Employees take reasonable measures to communicate with students and the public that they should use face coverings.
- Employees and students are provided with all required protective equipment (i.e., face coverings) to be worn properly at all times.
 - Employees are provided with:
 - Surgical masks or N95 masks (faculty member's choice) for faculty, up to one per week of in-person instruction. Faculty who want N95 masks should ask the dean/director who will submit a SchoolDude request.
 - Face shields for faculty upon request, up to one per semester. Faculty should ask the dean/director who will submit a SchoolDude request.
 - Students are provided with:
 - Surgical masks for students, up to one per week of in-person instruction. The College may substitute N95 masks at its discretion. Students will obtain masks in class.
 - N95 masks for nursing students, up to one per week of in-person instruction (unless more required for nursing/clinical course needs).
 - Face shield provided by Nursing Department, to be worn at every simulation session together with mask.
- Employees and students may provide their own protective equipment to enter the SMN building provided that it is acceptable for COVID-19 prevention pursuant to current CDC guidance.
 - An acceptable face covering is one that: Fits snugly against the face, is made of at least three layers of fabric/material, covers an individual's nose and mouth, and is secured under the chin.
 - Coverings that are not acceptable: Those with holes in the covering, including exhalation valves, mesh or lace fabrics; those that cannot be secured under the chin, including bandanas; neck gaiters (also called multi-bands).
 - Contact masks will be provided to students upon their arrival at the simulation preparation room and are to be worn for the entirety of the session.
 - Face shields MUST be worn in addition to face coverings for live simulation. Face shields are not in place of face coverings.
- HEPA fans have been requested for SMN 225 (school dude 8/21) as nursing students are in high risk environments and will be asked to stay in room and adjoining room for long periods of time.

Cleaning and Disinfecting Protocols

- Thorough cleaning in high traffic areas is performed regularly by custodial staff.
 - Commonly used surfaces are frequently disinfected **before** in-person instruction as follows:
 - Items cleaned/sanitized by custodial staff include:
 - Door knobs
 - Door knobs for doors leading directly to outside, where applicable
 - Chair seat backs (where people grab their chair to pull it out from a desk)
 - Chair arm rests
 - Desk tops
 - Sink faucets
 - Time permitting, regular custodial duties can be performed (i.e. high cleaning of AC vents, dusting, windows, cleaning chair adjustment levers, etc.)
 - Note that keyboard, mouse, and other items not listed may not be cleaned or sanitized by custodial staff.
 - Items cleaned/sanitized by the student after EACH Session:
 - EACH STUDENT IS RESPONSIBLE FOR CLEANING UP AND Sanitizing THE work space prior to leaving!
 - Gather up any trash. Throw away trash and place non-disposable equipment in "SANITIZE ME" bucket.
 - Use paper towels to remove any debris, dirt, or excess fluids from the manikin and tables.
 - Use paper towels and sanitizing wipes or the 70% Isopropyl alcohol spray bottle to spray and then wipe down all surfaces touched during session. Allow surface to air dry:
 - Desk top
 - Chair
 - Computer screen and keyboard
 - Sanitize hands prior to leaving space
 - Items sanitized by faculty after EACH Session
 - FACULTY IS RESPONSIBLE FOR SANITIZING THE FOLLOWING BEFORE AND IN BETWEEN GROUPS!
 - After all students have left, turn HEPA air filter from LOW to HIGH (IF PROVIDED)

- Use disinfectant spray/70% isopropyl alcohol and paper towels to disinfect any common surfaces not already cleaned by students, including:
 - Computers and/or keyboards
 - Door handles
- All shared equipment and touchable surfaces are cleaned and sanitized between each use **during** in-person instruction as follows specifically for this room:
 - See above detailed list for faculty and students
- Instructions for items that are cleaned/sanitized by students will be written and posted at each station.
- Room entrances and exits are equipped with proper sanitation products. Products used in this room include:
 - One spray bottle containing Waxie # 730 HP Disinfectant Cleaner, a hydrogen peroxide-based disinfectant
 - One box surgical masks (each box has 50 masks)
 - One roll paper towels
 - One package alcohol wipes (each package contains 60 wipes) (need if isopropyl alcohol is not sufficient)
 - One bottle hand sanitizer containing 62% Ethyl Alcohol (received from CalOES)
 - 70% Isopropyl Alcohol
- Hand washing facilities will be made available for employees, students, and visitors and will stay operational and stocked at all times and additional soap, paper towels, and hand sanitizer are supplied when needed. (Bathroom is nearest sink, but sink also available in space in entry way and in SMN 210)
- Sanitizing supplies are provided to promote employees' and students' personal hygiene etiquette. For this room, this includes:
 - No-touch trash cans
 - Paper towels
 - Hand soap
 - Adequate time for hand- washing
 - Alcohol-based hand sanitizers
 - Disinfectants
 - Disposable towels
- Cleaning products are used that meet the Environmental Protection Agency (EPA)'s- approved for use against COVID-19 list. Products used in this room include:
 - Isopropyl alcohol 70% (no specified EPA #)
 - Waxie # 710 Multipurpose Disinfectant cleaner EPA registration # 1839-167-14994.
 - Waxie # 700 Disinfectant Cleaner EPA registration # 1839-166-14994.
 - Oxivir Disinfectant cleaners EPA registration # 70627-60

- ETOH wipes provided by EVS
- Waxie # 730 EPA registration # 45745-11-14994
- Doors have signage indicating them as either *active* or *inactive* to reduce ingress and egress points.
- Classes with doors directly to the outside may be accessed through such doors or through other *active* doors. Instructors will provide students with maps showing the location of external doors. Such doors may be propped open during class.
- Scheduled classes have been staggered with instructional use hours modified to provide adequate time for regular, thorough cleaning, product stocking, or other measures.
 - Time has been incorporated into each simulation to allow for student and faculty sanitization of space in between simulation sessions (See simulation run plan to limit time indoors).

Physical Distancing Guidelines to Keep People at Least Six Feet Apart

- Room was reconfigured so that tables are placed > 6 feet apart. Students are responsible for being aware of spacing and to correct self and others concerning positioning.
 - Distancing of tables/chairs will be confirmed by faculty before each session to make sure minimum of 6 feet provided between students and between students and faculty
 - Students are participating in an active environment with other students and must be cognizant of their surroundings.
- Size of space selected to allow for 6 students and 1 faculty member to be in the space and allow for > 6 feet of physical distancing.

Notification of COVID-19 Positive Case at this Room

- The College's SPP outlines standard protocols for all reports of positive cases, regardless of room.

Training

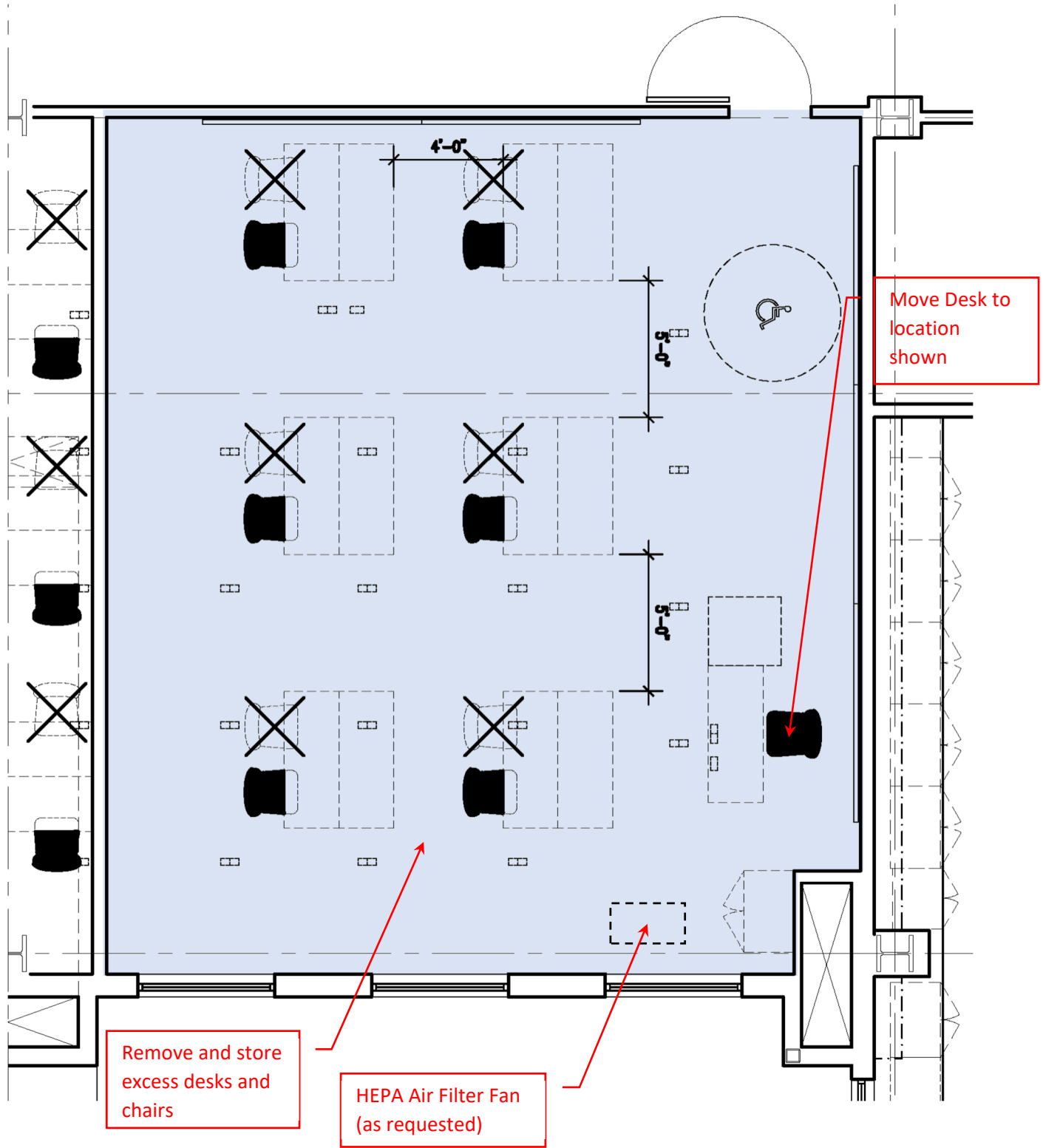
Employees have been trained on the following topics:

- Information from the [Centers for Disease Control and Prevention](#) (CDC) on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.
- Self-screening at home, including temperature and/or symptom checks using CDC guidelines.
- The importance of not coming to work if employees have a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19.

- The importance of seeking medical attention if an employees' symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on CDC's webpage.
- The importance of frequent handwashing with soap and water, including scrubbing with soap for 20 seconds (or using hand sanitizer with at least 60% ethanol or 70% isopropanol when employees cannot get to a sink or handwashing station, per CDC guidelines).
- Manufacturer's directions and Cal/OSHA requirements for safe use of personal hygiene and cleaning products.
- The importance of physical distancing, both at work and off work time (see Physical Distancing section above).
- Proper use of face coverings, including:
 - Face coverings do not protect the wearer and are not personal protective equipment (PPE).
 - Face coverings can help protect people near the wearer, but do not replace the need for physical distancing and frequent handwashing.
 - The importance of washing and/or sanitizing hands before and after using or adjusting face coverings.
 - Avoid touching eyes, nose, and mouth.
 - Face coverings to be washed after each shift.
- Students are required to complete donning and doffing of PPE in Fundamentals nursing course prior to participation in clinicals or simulation.

Compliance and Documentation

- This room is regularly inspected for compliance with this RPP and the larger College-wide Site-Specific Protection Plan (SPP) and any deficiencies are documented and corrected.



Move Desk to location shown

Remove and store excess desks and chairs

HEPA Air Filter Fan (as requested)

Revised Layout:

- Occupancy Per Social Distancing Guidelines: **1 Instructor**
6 Students
- Ratio of Students/Area: **1 Student/42 SF**

Classroom Background Information:

- Classroom: **SMN 225**
- Current Area: **854 SF**
- Occupancy per Code: **35**

Typical Laboratory Layout for SMN Labs – SMN 225 (REVISED)
(Original 35 Student Capacity Laboratory)