RETURN TO CAMPUS PLAN
INTRODUCTION

In June 2020 Charles R. Drew University of Medicine and Science implemented the Academic Reopening Taskforce (ARTF) and Campus Preparedness Taskforce (CPTF) to plan in earnest the return to campus and to bring students back via a hybrid education model for Fall 2020 and perhaps the entire 2020-21 academic year. The charge of the two taskforce was as follows: ARTF—to plan for and implement activities in the Fall 2020 semesters with the purpose of minimizing on-campus activities to those that can only be conducted on campus; and CPTF—to identify what, when and how we reopen the CDU campus to serve our students, staff, faculty and community and to conduct the daily operations of the University.

The resulting plan(s) Fall 2020 Post-COVID-19 Academic Delivery Plan and this Campus Reopening Plan have been informed by members of each taskforce, Executive Officers and Senior Leadership of the University, research and benchmarking in consultation with COVID-19 mandates and guidelines adopted by local, state and federal authorities including the Los Angeles County Department of Public Health (LAC-DPH), the California Department of Public Health (CDPH) and the Centers for Disease Control (CDC). This plan was updated in December 2020 to reflect campus behaviors and protocols that will be implemented for the Spring 2021 semester, starting from January 4th, 2021.

The health and safety of our students, faculty and staff, and the surrounding community is our utmost priority. We are committed to applying the highest standards of public health, proven scientific data and personal safety to our return to campus.

Individual responsibility and commitment to abide by the University’s return to campus guidelines will be key to the success of our institutional efforts. It is imperative that everyone—students, faculty, and staff, vendors and visitors—take responsibility for their actions and adhere to the guidelines of the Centers for Disease Control and Prevention (CDC), California Department of Public Health and LAC Department of Public Health, as well as the guidelines issued by CDU to protect themselves and others while helping to contain the spread of COVID-19.

A successful return to campus will depend on robust screening, testing, contact tracing, and the timely isolation or quarantine of ill and exposed campus community members. As our knowledge and understanding of the COVID-19 virus continues to evolve and as mandates and guidelines from LAC-DPH, CDPH, and CDU are amended, our policies and procedures will be updated and communicated.

Finally, as a community founded institution, the University while restricting on-campus activity will continue to service and engage the community through a variety of online resources, forums and events.

PURPOSE

This document provides guidance specific to Charles R. Drew University of Medicine and Science that will allow departments to manage on-campus operations in a safer and more effective manner throughout the COVID-19 pandemic. The document is predicated on the University’s decision to deliver
Spring 2021 courses via a hybrid environment and to as much as possible continue general business operations remotely. This means that most of the classes will be offered exclusively online, while other classes where instruction can only be delivered onsite will be conducted on-campus. Laboratory and simulation courses for ELM, nurse practitioner, physician assistant and radiologic technology programs will be primarily conducted on campus, and clinical classes will be held at clinical sites.

The resumption of on-campus activities does not mean a return to business as usual. The University will implement a phased resumption of on-campus activities in accordance with LAC-DPH and State requirements. The University will assess expanded resumption of on-campus activity based on mission-critical operations, capacity to control and manage specific work environments, and the necessity to access on-site resources.

The objective for operating in a hybrid environment and conducting general business operations primarily through remote work is to reduce all potential risks, and to provide a systematic plan for operation within the pandemic environment. We anticipate the need to reduce the number of individuals on-campus to meet social distancing requirements will exist for some time, and employees who can continue to work remotely effectively will likely continue to do so for the near future.

*The guidance in this document is subject to change. Visit https://www.cdrewu.edu/Return-to-Campus for current information. The University will continue to provide updates and asks CDU students, faculty, staff, vendors, visitors and the general community to remain flexible, patient, and empathetic as we continue implementation of our COVID-19 Return to Campus plan.*

**TELECOMMUTING WORK ARRANGMENTS**

At this time, the University is continuing its remote work structure wherein faculty and staff are mostly telecommuting except where essential functions cannot be met by telecommuting. Faculty and staff that are approved for telecommuting are required to have a signed telecommuting agreement on file in Human Resources. Telecommuting agreements are subject to review based on the periodic review of your supervisor. Telecommuting agreements are also subject to review based on the status of the pandemic and guidelines from LAC-DPH, CDPH and the CDC.

**COMMUNITY RESPONSIBILITY ACKNOWLEDGEMENT**

Prior to returning to campus, all campus community members must acknowledge:

- The serious nature of COVID-19
- The importance of each individual’s knowledge of the risks presented by the virus
- The need to monitor their own health
- The need to notify appropriate personnel if they are symptomatic and/or exposed and be tested if necessary

Everyone has a personal responsibility to practice social distancing, frequent handwashing, cough/sneeze etiquette, proper tissue usage and disposal, avoidance of touching their face, to respect others and to practice other personal hygiene, sanitization and disinfecting requirements.

**Health and Safety Practices**
Certain measures are needed to reduce the risk of exposure and spread of COVID-19. You can spread COVID-19 to others even when you do not feel sick.

EDUCATION AND TRAINING

CDU faculty, staff and students will be required to participate in an online educational module that includes general information on the following:

- What you need to know about COVID-19
- Guidelines for Using Face Masks
- Cleaning and Disinfecting Common Spaces
- Managing Stress and Anxiety

This training will be offered through the university’s online Bridge Training platform.

PHYSICAL DISTANCING

Maintaining space between yourself and others is a best practice. It is also one of the best ways to avoid exposure to the COVID-19 virus. People can be asymptomatic and spread the virus without being sick or knowing they are sick, so it is important to maintain social distance from others whenever possible. Physical distancing is required on CDU’s main campus and in satellite locations to limit exposure to the COVID-19 virus and slow its spread.

Everyone on campus should follow these physical distancing practices:

- Stay at least 6 feet from others (about two arms’ length) at all times.
- All workstations should be oriented to a minimum of 6 feet apart in all directions.
- Meetings should take place online instead of a conference room. If you must meet in person, wipe down surfaces, chairs and equipment after each use, and maintain physical distancing of at least 6 feet.
- Minimize the use of common breakrooms, coffee stations or refrigerators to store food.
- Rearrange furniture in common areas to maintain physical distancing.
- Minimize non-essential movement around campus. If duties require movement to other areas on campus, practice physical distancing and follow all health and safety guidelines for those locations.
• Do not gather in groups larger than the size allowable by the current federal, state, and local executive orders.
• Do not exceed maximum capacity of labs, classrooms, simulating settings etc. based on physical distancing requirements.
• Stay out of crowded places and avoid mass gatherings.
• Handshaking and other forms of physical contact are discouraged.
• With the widespread of the virus across the nation, especially in California, it is safe to assume individuals outside your household may be asymptomatic carrier of the virus; hence, the need to observe the necessary precautions during interaction.

All members of the CDU community should enforce physical distancing protocols in common areas and places where individuals are likely to interact. Supervisors will be expected to ensure employees self-enforce physical distancing protocols in all areas. Campus safety will also assist with monitoring and enforcing physical distance protocols throughout the campus.

FACE COVERINGS

The use of face coverings, including homemade masks, scarfs, bandanas or handkerchiefs, helps to minimize risks to the wearer and to those around them. Face coverings are not a substitute for physical distancing. Face coverings are required to help protect the CDU community and the general public.

Subject to change in guidance from medical professionals and the CDC, all faculty, staff, student, vendors and visitors are required to wear face coverings while on campus. All faculty, staff, and students must wear face coverings in classrooms, labs, communal office space, on-campus gatherings, and in any campus-setting where you may come in contact with others and physical distancing is difficult to maintain.

Face coverings that are not disposable must be washed daily.
It is the responsibility of each individual to comply with this requirement. Face coverings must cover the nose and mouth. Reasonable accommodation can be requested for those individuals who cannot wear a face covering due to medical or other reasons. Individuals in this situation should contact the Campus Nursing Officer or their supervisor in consultation with Human Resources for possible accommodation measures.

Face coverings are NOT required to be worn by individuals who are:

- Alone in their private offices.
- In personal vehicles.

**Employees**

A CDU cloth face covering will be provided to all employees. The face covering requirement will be enforced by supervisors for employees. In addition, the University will maintain a supply of surgical masks and make them available to employees who arrive to campus without a face covering.

**Students**

Students will be required to wear face covering while on campus. Students and faculty will be required to wear surgical and/or N95 masks in clinical laboratory and simulation settings. Students who cannot wear a face covering due to medical or other reasons should contact their Program Director or Dean for possible accommodation measures.

For more information about face coverings, including instructions on how to appropriately wear and clean face coverings, please visit the [CDC](https://www.cdc.gov).

**HAND HYGIENE**

Frequent handwashing is one of the most important actions individuals can take in preventing the spread of COVID-19. Handwashing should occur after touching anything in a public area, common areas (i.e. lounges or meeting rooms), after using the restroom, prior to eating, and after touching one’s face or blowing one’s nose.

The correct handwashing technique is as follows:

- Wet hands, apply soap and thoroughly rub hands together for at least 20 seconds.
- Be sure to clean under fingernails and in between all fingers.
- After thorough rinsing, use a paper towel when available to dry hands.
- Use the same paper towel to turn off the faucet and to turn the door handle in public restrooms upon exiting. If a paper towel is not available, use an elbow to turn off the faucet and to activate the accessible door to exit the restroom.
- If soap and water are not available, use hand sanitizer with at least 60% alcohol and rub into hands until dry.
- Hand sanitizing stations have been placed at building entries, in class or simulation rooms, and other common areas throughout the campus.
COUGHING/SNEEZING HYGIENE

Always remember to cover your mouth and nose with a tissue when you cough or sneeze. If you do not have tissues, the CDC recommends you cough or sneeze into the inside of your elbow, not into your hands. Throw tissue in the trash and immediately wash your hands with soap and water or use hand sanitizer that contains at least 60% alcohol.

GLOVES

The CDC indicates that gloves are not necessary for general use and do not replace good hand hygiene. Health care workers, clinical, and research personnel should follow the PPE guidelines for their specific work area. In addition gloves should be worn when handling mannequins and other shared equipment in labs and simulation rooms. Hand hygiene is considered the best everyday practice in prevention of disease.

GOGGLES AND FACE SHIELDS

CDU does not require individuals to wear goggles or face shields as part of general activity on campus. All faculty, staff and students are encouraged to practice good hand hygiene and should avoid touching their faces. Student, faculty, health care workers, clinical, research and custodial personnel should follow the PPE guidelines for their specific work area or academic program requirements.

INFLUENZA VACCINES

Influenza Vaccination An attestation of vaccination will be required for all students, staff, and faculty who come to campus unless contraindicated by medical conditions to help protect the campus community. The University vaccine requirement shall be implemented consistent with federal and state law related to medical exemptions for students, faculty and staff. Requests for disability and religious accommodations from faculty and staff will be evaluated consistent with the law and University policies and procedures.

Should members of CDU have the opportunity to be vaccinated, they are still required to obtain permission before coming to the campus and to continue to observe all the university COVID-19 guidelines until otherwise announced by the University leadership.

DISINFECTION

Per CDC guidelines, routine cleaning and disinfecting are an important part of reducing the risk of exposure to COVID-19. Routine cleaning can reduce risk of exposure and is a necessary step before disinfecting surfaces.

CDU custodial staff will routinely clean workspaces, classrooms and public spaces. Additionally, surfaces frequently touched by multiple people, such as door handles, handrails, light switches and faucets, will be cleaned and disinfected more frequently.

The CDC also recommends individuals wipe down all living, studying, working and eating areas before leaving any room in which one has been working or eating. This includes a private workspace or any
shared-space location or equipment (for example, computers, A/V and other electrical equipment, copiers, desks and tables, chair arms, light switches, doorknobs, handles, etc.). To the best of one’s ability, clear desk and table surfaces in personal offices and workstations to aid in thorough cleaning and also regularly clean personal items such as cell phones and other electronics. Using a hand sanitizer also is effective after contact with commonly used surfaces.

The University will conduct a weekly evaluation of the facility for compliance with its COVID-19 prevention plan.

REQUESTS FOR CLEANING SUPPLIES AND FACE COVERINGS

The University will maintain an inventory of cleaning supplies and has a process in place where employees can request cleaning supplies and/or face coverings. Requests for cleaning supplies and and/or face coverings can be made here: helpdesk@cdrewu.edu or (323) 563-4990. Also, please visit the University’s COVID-19 website https://www.cdrewu.edu/Return-to-Campus to learn more.

PERSONAL ACCOMMODATIONS AND SAFETY PRACTICES

In light of the COVID-19 public health emergency, there will be accommodations that individuals may need or request due to being at higher risk (https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-increased-risk.html) for COVID-19. CDU students and employees should work with the Campus Nursing Officer (nurseofficer@cdrewu.edu) to triage their requests.

Individuals at Higher Risk of COVID-19

According to the CDC\(^1\), individuals with certain conditions may have a higher risk for COVID-19 infection. Those conditions include:

- Older adults - As you get older, your risk for severe illness from COVID-19 increases. For example, people in their 50s are at higher risk for severe illness than people in their 40s. Similarly, people in their 60s or 70s are, in general, at higher risk for severe illness than people in their 50s. The greatest risk for severe illness from COVID-19 is among those aged 85 or older.
- Cancer
- Chronic kidney disease
- COPD (chronic obstructive pulmonary disease)
- Immunocompromised state from solid organ transplant
- Obesity
- Serious heart conditions, such as heart failure, coronary artery disease or cardiomyopathies
- Sickle cell disease
- Type 2 diabetes mellitus

COVID-19 is a new disease. Currently there are limited data and information about the impact of underlying medical conditions and whether they increase the risk for severe illness from COVID-19.

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Based on CDC guidance at this time, people with the following conditions might be at an increased risk for severe illness from COVID-19:

- Asthma (moderate-to-severe)
- Cerebrovascular disease (affects blood vessels and blood supply to the brain)
- Cystic fibrosis
- Hypertension or high blood pressure
- Immunocompromised state (weakened immune system) from blood or bone marrow transplant, immune deficiencies, HIV, use of corticosteroids, or use of other immune weakening medicines
- Neurologic conditions, such as dementia
- Liver disease
- Pregnancy
- Pulmonary fibrosis (having damaged or scarred lung tissues)
- Smoking
- Thalassemia (a type of blood disorder)
- Type 1 diabetes mellitus

Employees are not required to disclose if they are in a higher-risk category for COVID-19. However, if an employee voluntarily self-identifies as being at higher risk for COVID-19 and they have concerns with returning to campus, they may request work modifications by contacting the Campus Nursing Officer at nurseofficer@cdrewu.edu or (323) 568-3332. Requests for accommodations will be reviewed by the University’s COVID-19 adjudication committee. Students who wish to seek accommodations related to returning to campus should contact their Program Director or Dean.

Daily Self-Screening

CDU requires all faculty, staff, students, vendors and visitors to self-screen each day for symptoms of COVID-19 before coming onto any University property or going to class. CDU has purchased the Qualtrics Symptom Tracker Solution. The daily screening questionnaire must be completed by students, faculty, staff, vendors and visitors to conduct a self-assessment on personal mobile devices or computers before arriving to the CDU campus or offsite locations.

For individuals who do not have access to a mobile device or computer, the University has created a screening form that can be obtained from the Cobb Building Campus Safety Booth and completed.

Daily self-screening questions include:

- Have you received your influenza vaccine? (to be answered one-time only)
- Have you been in close contact with a confirmed case of COVID-19 in the past 14 days?
- Are you experiencing a cough, shortness of breath, or sore throat?
- Have you had a fever or felt feverish in the past 48 hours?
- Have you had a new loss of taste or smell?
- Have you recently traveled (domestic or international)

You must be free of any symptoms before coming on campus for work or school.
Some of the symptoms related to COVID-19, as identified by the CDC\(^2\), include:

- Fever or 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

If an individual has any of these symptoms and the symptoms are not due to a preexisting underlying chronic health condition, **do not come to campus**. Employees must stay home and contact their direct supervisor. Students should notify their instructors and the Campus Nursing Officer.

In Los Angeles County, and in accordance with the LAC-DPH Health Officer Self-Isolation Order at: [http://publichealth.lacounty.gov/media/Coronavirus/docs/HOO/HOO_Coronavirus_Blanket_Isolation.pdf](http://publichealth.lacounty.gov/media/Coronavirus/docs/HOO/HOO_Coronavirus_Blanket_Isolation.pdf)

If you had symptoms, you must stay home until:

- At least 10 days\(^4\) have passed since your symptoms first started and
- You have had no fever for at least 24 hours (without the use of medicine that reduces fevers) and
- Your symptoms have improved (for example, cough or shortness of breath)

If an individual is at work or school and begins to feel unwell and show signs of any of the COVID-19 symptoms that are not due to an underlying chronic health condition, the individual should immediately notify their supervisor or faculty member. The individual’s supervisor or faculty member will direct the employee/student to go home and to contact the Campus Nursing Officer or their primary care provider to discuss symptoms and testing. If the individual cannot go home immediately, the individual will be housed in an isolation room on campus. The University will also provide safe transportation for individuals who have COVID-19 symptoms or test positive but does not have symptoms.

Anyone with symptoms must self-isolate, at a minimum, until test results are received.

Individuals without symptoms may still have COVID-19 and could potentially spread the virus to contacts. Please remember to adhere to all other health and safety measures, including social distancing and wearing a face covering or mask.

**TEMPERATURE MONITORING KIOSKS**

Temperature checking will be required for students, faculty, staff, vendors and guests seeking entry to a CDU building. The University has purchased touchless Hi-Giene temperature checking stations that will

be placed at the entry of the Cobb, Keck and LSRNE Buildings. The campus community is encouraged to check their temperatures daily in order to prevent the spread of COVID-19.

COVID-19 TESTING AND CASE MANAGEMENT

Guiding Principles

The following are guiding principles for illnesses and screening for campus:

- Students and employees should **stay home** if sick or if a member of their household is diagnosed with COVID-19.
- All students and employees must be prepared to isolate or quarantine when necessary.
- Everyone must be prepared to participate in any case investigation and contact tracing with state, local, or university health officials.
- All students and employees must self-monitor health for symptoms of COVID-19 using the Qualtrics symptom tracing solution.
- All students and employees should immediately notify close contacts when sick with COVID-19 and to be prepared for future contact tracing.
- Employees will be expected to consult with Human Resources (hrdept@cdrewu.edu) regarding COVID-19 related benefits offered by CDU and the federal government.

SCREENING AND TESTING

Beginning January 4, 2021 Charles R. Drew University will be offering daily COVID-19 Rapid Testing for students, faculty, and staff scheduled and authorized to be on campus. COVID-19 testing will be conducted on campus in front of the LSRNE Building. Students, faculty and staff must await there rapid test results before entering any CDU building. No gathering will be permitted for individuals who are waiting for their results and physical distancing protocols must be followed.

Individuals with COVID-19 symptoms or who have a potential close contact COVID-19 exposure must contact the Campus Nursing Officer or their primary care provider to discuss their symptoms before coming to campus.

An employee or student that is waiting for test results **must** remain at home.

**Employees** must notify their direct supervisor, then Human Resources in order to keep all informed and aware of the employee’s return to work.

**Students** must notify their instructors and their Program Director or Dean to keep them apprised of the reason for their absence.

Any person(s) tested through CDU provided testing services will be notified if their COVID-19 test is positive and then placed into the University’s case management program in order to monitor compliance during the 14 days of isolation period.

*Please call 911 for immediate help if at any point during self-isolation, the condition rapidly worsens with severe symptoms requiring emergency care. Inform the 911 operator that you are positive for COVID-19.*
POSITIVE CASE AND ISOLATION

Students, faculty and staff who test positive for COVID-19 should isolate at their home for the 14-day isolation period. They should follow the case management program as instructed by the Campus Nursing Officer and/or their primary care provider.

DISCONTINUING ISOLATION

Persons who have **tested positive for COVID-19** and have stayed home (home isolated) may leave home isolation after meeting all three of these criteria:

1. No fevers for at least 72 hours (that is three full days of no fever without the use of a medicine that reduces fevers such as Tylenol or Ibuprofen); AND
2. Other symptoms have improved (for example, cough or shortness of breath have improved); AND
3. At least 14 days have passed since symptoms first appeared.

Persons who have **tested positive for COVID-19 but did not have COVID-19 symptoms** and have stayed home (home isolated) may leave home after meeting these two criteria:

1. At least 14 days have passed since the date of the positive test; AND
2. Continue to have no symptoms (no cough, fever or shortness of breath) since the test.

Further guidance regarding discontinuing home isolation is available here on the Los Angeles County Department of Public Health website.

Close Contact Exposure (High Risk Exposure)

The Los County Department of Public Health defines a “close contact” as any of the following people who were exposed to an “*infected person*” while they were infectious:

- An individual who was within 6 feet of the infected person for more than 15 minutes
- An individual who had unprotected contact with the infected person’s body fluids and/or secretions, for example, being coughed or sneezed on, sharing utensils or saliva, or providing care without wearing appropriate protective equipment.

Faculty, staff and students who are made aware of close contact exposure, should follow these guidelines:

- Any contact who is **symptomatic** should immediately be considered a case and should be sent home to self-isolate and tested for COVID-19.
- All **asymptomatic** close contacts are required to self-quarantine for 14 days from exposure.
  - Maintain social distance (at least 6 feet) from others within the home.
  - Self-monitor for the development of COVID-19 symptoms such as fever, cough, or shortness of breath.

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If symptoms develop during the 14-day isolation period, contact the Campus Nursing Officer or your primary healthcare provider to discuss the symptoms and testing.

**Employees** must notify their direct supervisor, then Human Resources in order to keep the supervisor informed and aware of the employee’s return to work.

**Students** must notify their instructors and Program Director or Dean to keep them apprised of the reason for their absence.
COVID-19: What to do if...
I’ve been in close contact with someone...

...who has tested POSITIVE for COVID-19?
SELF-QUARANTINE AND CONTACT YOUR DEAN / PROGRAM DIRECTOR / MANAGER

...is being tested for COVID-19?
PRACTICE PHYSICAL DISTANCING AND SELF-MONITOR

...who might have been exposed to COVID-19?
PRACTICE PHYSICAL DISTANCING

...who has been in close contact with someone else who might have been exposed to COVID-19?

...and is experiencing COVID-19 symptoms?
SELF-QUARANTINE AND CONTACT YOUR DEAN / PROGRAM DIRECTOR / MANAGER

...and is NOT experiencing COVID-19 symptoms?
PRACTICE PHYSICAL DISTANCING

COVID-19: HOW DO I...

...self-quarantine?
STAY HOME for 14 days
AVOID CONTACT with other people
DON’T SHARE household items
PRACTICE PREVENTION
WASH HANDS
USE SOAP
WEAR MASK
AVOID HANDSHAKES
AVOID FACE
AVOID CROWDS
DISINFECT

...self-monitor?
BE ALERT for symptoms of COVID-19, especially a dry cough or shortness of breath
TAKE YOUR TEMPERATURE every morning and night and write it down
CALL your doctor if you have trouble breathing or a fever (temp of 100.4 F)
DON’T seek medical attention without calling first

...practice physical distancing?
STAY HOME as much as possible
DON’T get close to people: try to stay at least 6 feet away
DON’T hug or shake hands
AVOID groups of people and frequently touched surfaces
COVID-19 REPORTING PROCESS

Faculty and staff or Managers/Supervisors who become aware of a student or staff member who has tested positive for COVID-19 or has a close contact exposure, will be expected to report the information to the Campus Nursing Officer. The information to be provided for student or staff member is as follows:

- First and Last Name
- Date of Birth
- Gender
- Address
- Person Experiencing Homelessness
- Phone number
- Symptom Onset Date
- Last date at education setting
- COVID-19 test date
- Isolation date
- Known Contact to Another Lab-confirmed case

The American Disabilities Act Requires that all medical information about a particular employee be stored separately from the employee’s personnel file, thus limiting access to this confidential information. An employer may store all medical information related to COVID-19 in existing medical files. This includes an employee’s statement that he has the disease or suspects he has the disease, or the employer’s notes or other documentation from questioning an employee about symptoms.

For questions regarding the reporting process, contact the Campus Nursing Officer, Dr. Delia Santana at nurseofficer@cdrewu.edu or by phone at: (323) 568-3332.

CONTACT TRACING

The Los Angeles County Department of Public Health (LAC-DPH) is tasked with contact tracing. In addition, the University has purchased the Qualtrics Tracking/Testing Solution to assist with contact tracing per guidelines and protocols with LAC-DPH. The University’s contact tracing efforts will begin when an individual affiliated with the University is diagnosed with COVID-19. The University’s Campus Nursing Officer will interview people diagnosed with COVID-19 in order to activate the contact tracing workflow.

If you have been diagnosed with COVID-19, a public health worker will call you to check on your health. They will ask you who you’ve been in contact with and where you spent time while you were sick and may have spread COVID-19 to others.

Any information you share with public health workers is CONFIDENTIAL. This means that your personal and medical information will be kept private. You will also be asked to stay at home and self-isolate, if you are not already doing so.

Continue to monitor your health. If your symptoms worsen or become severe, you should seek medical care.
**CLUSTER TESTING**

"Cluster" is an unusual aggregation, real or perceived, of health events that are grouped together in time and space and that are reported to a health agency. In the event that three (3) or more cases are identified on the CDU campus within a span of 14 days, the University must report this cluster to (888) 397-3993 or (213) 240-7821. If a cluster is identified at a worksite, the Department of Public Health will initiate a cluster response which includes providing infection control guidance and recommendations, technical support and site-specific control measures.

**DATA SHARING**

The CDU Campus Nursing Officer will be the liaison to the LAC-DPH. The CDU Campus Nursing Officer will provide data collected from the COVID-19 positive person to DPH. DPH will contact the case directly through the DPH Case and Contact Investigation Program to collect additional information and issue the [Health Order for Case Isolation](http://publichealth.lacounty.gov/media/Coronavirus/docs/HOO/HOO_Coronavirus_Blanket_Isolation.pdf) (accessed 8/4/20).

**TRAVEL RECOMMENDATIONS**

**University Sponsored Travel**
As data monitoring of the COVID-19 pandemic continues, university-sponsored domestic and international travel has been suspended until further notice.

**Personal Travel**
The Center for Disease Control (CDC) and Los Angeles Department of Public Health (LADHS) state that travel increases the risk of getting infected and spreading COVID-19, so staying at home is the best protection against the virus. These agencies have also published relevant factors to consider as part of any planning.

*Things to consider before U.S. travel*

1) Is COVID spreading where you are traveling that puts you at risk of contracting the virus?
2) Is COVID spreading in your community and you may risk spreading the virus while traveling, even if you have no symptoms?
3) Will you or any travel companion(s) be able to stay at least 6 feet from others during and after the trip?

Health and safety protocols to safeguard against COVID-19 during travel are available from the CDC.

**International Travel**
The things to consider before domestic travel also apply internationally. Additionally, the U.S. government has restricted re-entry of foreign nationals returning from select countries, and established requirements such as enhanced medical screenings, and (possible) self-quarantine for U.S. citizens returning from these selected areas.

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4 [https://www.cdc.gov/mmwr/preview/mmwrhtml/00001797.htm](https://www.cdc.gov/mmwr/preview/mmwrhtml/00001797.htm) (accessed 7/29/20)
Reference the Department of Homeland Security website for complete information on international travel advisories and restrictions. Fully comply with any federal, state or local government quarantine directives before returning to the CDU campus.

Returning from Travel
It is recommended that upon return from domestic or international travel, individuals (except those under a government quarantine) self-isolate for a period of 14 days and monitor their health for COVID symptoms. An exception is, if after returning from travel for at least five days, an individual tests for COVID-19 with negative results, which eliminates the 14 day isolation recommendation. Call a health care provider immediately if COVID-19 symptoms appear or you feel ill. Contact the Campus Nursing Officer at nurseofficer@cdrewu.edu for further guidance.

COMMUNITY ENGAGEMENT STRATEGY

The University as a community founded institution is committed to continuing efforts to educate, engage and be a resource to the community. While in person access to CDU campus facilities is restricted at this time, the following services and programs are available to the community:

1. **CDU Pipeline Programs.** CDU’s Pipeline Programs have been preparing underrepresented PK12th-grade students for careers in science and healthcare through an engaging curriculum and hands-on STEMM (Science, Technology, Engineering and Mathematics) activities for over 30 years. The curriculum, aligned with California’s Common Core Math and Next Generation Science Standards, deepens and sustains student interest in science and health education.

2. **Zoom trainings** on utilization of online meetings and teaching platforms will be available. For more information contact EileenForbesHill@cdrewu.edu or 323-563-5800.

At this time, library services to the community are currently unavailable. For the updated information regarding the library visit: https://library.cdrewu.edu.

COMMUNICATIONS STRATEGY

Communication of the University’s return to campus efforts is a primary vehicle for ensuring that all internal and external stakeholders are fully aware of return to campus expectations and all changes, developments, and progress as we move forward so that students, faculty, staff, alumni, community members, visitors and guests feel proud—and safe—as our campus proceeds with phased reopening. The University is committed to maintaining full transparency in all communications about CDU’s return to campus effort and ensuring that all audiences understand our cautious, careful, data and science based approach to reopening the campus.

The vehicles for internal communication may include but not be limited to broadcast email, President’s announcements, forums, and leadership meetings, Provost meetings and announcements, campus signage, SharePoint, Blackboard, EverBridge and targeted emails.

SIGNAGE

Effective use of signage will be used to remind people to reduce their risk.

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VISITOR INFORMATION

CDU is taking pro-active measures to maintain the health and safety of the campus community. Therefore, all campus visitors, including clients (clinical and business), vendors, delivery persons, or similar individuals seeking entry to CDU for essential business, must complete a Health Declaration Form and Acknowledgement – COVID-19 (Health Form). The purpose of the Health Form is to reduce the risk of exposure and mitigate the spread of COVID-19. Completing this form and meeting its health and safety protocols are a condition to entering and remaining on CDU premises and must be submitted at least 48 hours prior to the scheduled appointment.

CDU COVID-19 COMPLIANCE TASK FORCE
The Los Angeles County Department of Public Health requires a COVID-19 task force that is responsible for establishing and enforcing all COVID-19 safety protocols, and ensuring that staff and students receive education about COVID-19. The University has named the following individuals to the task force and will also include a representative of the Academic Senate and the Charles R. Drew Student Government organization: Provost Dr. Steve Michael, Senior Vice President Angela Minniefield, Campus Nursing Officer Dr. Delia Santana, Vice President Dr. Jay Vadgama, Vice President Carl McLaney, Director Nicola Martin and Director Armando Estrada and Director Dr. Richard Lindstrom.

CDU has designated Delia Santana PhD, RN, MSN, MPH, PHN as the Campus Nursing Officer who will serve as liaison to the Los Angeles County Department of Public Health in the event of a COVID-19 cluster or outbreak at the CDU Campus.

FORMS
Health Declaration Form and Acknowledgment – COVID 19 (For Visitors)

CHARLES R. DREW UNIVERSITY CAMPUS INFORMATION
Address: Charles R. Drew University of Medicine and Science
1731 E. 120th Street
Los Angeles, CA 90059

Telephone: (323) 563-4800

Campus Map
Campus Hours of Operation
Monday to Friday (8AM to 5PM); The CDU Campus will be open on select Saturdays and Sundays for essential coursework including labs and simulations. Details will be provided by Deans, Program Directors and/or course instructors.

Office of the President
Phone: (323) 563-4987
Fax: (323) 563-5987
Email: president@cdrewu.edu

Office of the Provost
Phone: (323) 563-4927
Fax: (323) 563-4835

Information Technology
Help Desk: (323) 563-4990

Student Resources and Services
Phone: (323) 568-3343
Fax number: (323) 568-4837

CDU Student Government (CDUSG)
Email: cdusg@cdrewu.edu

CDU Library Services
References Services: please send an email to library2@cdrewu.edu
Blackboard support: cdublackboardsupport@cdrewu.edu
Library Telephone: (323) 563-4869

Campus Safety and Security
Phone: (323) 563-4918
After Hours Phone: (323) 326-4859 (After 5 p.m. only)

Human Resources
Phone: (323) 563-5827
Email: hrdept@cdrewu.edu

Chief Compliance and Diversity Officer,
Title IX Coordinator
Karen Carr
Office of the President
Phone: (323) 357-3684
Email: KarenCarr@cdrewu.edu

Disability Services Coordinator - Students
Dr. Candice Goldstein
Keck 201
REFERENCES AND RESOURCES

http://publichealth.lacounty.gov/media/Coronavirus/docs/protocols/Reopening_HigherEducation.pdf

http://publichealth.lacounty.gov/media/Coronavirus/docs/HOO/2020.08.12_HOO_Safer%20at%20Home_Higher%20Ed.pdf

https://covid19.ca.gov/industry-guidance/#statewide-guidance


https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/ncov2019.aspx


https://covid19.ca.gov/essential-workforce/


https://www.nidcd.nih.gov/about/nidcd-director-message/cloth-face-coverings-and-distancing-Pose-communication-challenges-many