

Procedures for Any Face to Face Activity within the School of Rehabilitation Science (SRS) August – December, 2020

August 14, 2020

These procedures apply to all faculty, students, staff from the SRS or any other department or College utilizing the SRS for teaching or research purposes. Not adhering to these procedures or refusal to follow may result in denial of access to the School's space. Our first priority is ensuring safety of faculty, staff and students.

We support and follow the principles, goals values and procedures set out in the **University of Saskatchewan's Framework for a Staged Approach to Increasing Activity in University Spaces.**

<https://updates.usask.ca/about/fall-plan/index.php>

All activity within the SRS must first be approved through the appropriate channels as documented in the framework.

1. Access, Screening and Movement within the Health Sciences Building

We are following the guidelines set out by the CLRC and the University of Saskatchewan regarding access and movement within the Health Sciences E-wing.

The SRS will compile a list of all faculty, instructors, staff and students who will be attending teaching and/or research related activities within the SRS for each day. Course Instructors or Faculty must provide this information to the SRS Administrative Assistant or designate well ahead of the course start date. Any changes to this list must be documented. The list will be shared with the CLRC manager, SRS Director and Associate Dean.

The doors to HSc E-wing will be locked. All SRS personnel and students should access the building from the West door, facing RUH. Someone will be stationed at the door to let you in. You will not be able to use your key fob to enter the building.

Once you have entered, proceed directly to the screening station set up on the ground floor in Health Sciences E wing. You will need to identify yourself, why you are there (room and class) and verify answers on the symptom self-monitoring check list. This list has been sent to you in advance, but someone will ask you to verify the answers to the questions. Your temperature will be taken (laser). If your temperature is > 37.5 degrees, your oral temperature will also be taken. If you respond Yes to any symptoms or your oral temperature is greater than 38 degrees, you will be sent home. You must then report immediately to the SRS Director or Associate Dean and follow any protocols provided.

At the screening station, there will be a hand cleaning station and there will be masks available that SRS has provided. You must don a mask here prior to proceeding to the SRS. There will be additional masks within the SRS if your mask becomes damp and you need to change masks. You must wear a mask at all times while in the Health Sciences building.

All instructors, lab assistants and students must have a re-usable plastic face shield. Face shields are not mandatory to be worn at all times but need to be used during higher risk activities where there is close contact (i.e. any examination or treatment where therapist and model face to face contact violates physical distance such as techniques where model is lying supine and therapist is positioned above or close contact when treating or assessing the head, neck or jaw). Students will be responsible for purchasing their own face shields. The face shield should be taken home and cleaned at the end of each day. Instructions for cleaning will be reviewed during the PPE orientation. You must have your identification on your face shield (name with permanent marker) or it will be discarded if found with no identification.

MPT students will be scheduled to access the building **only at designated times**. No access to the building at any other times (access pods disabled). There will be no access for MPT students, other trainees (grad students) or research personnel without supervision by a faculty member, and with permission only.

At this time, there will be no access to other rooms within HSC E-wing such as the library, bookstore, or other lecture rooms. Please do not congregate in groups within any common spaces. Maintain appropriate distancing at all times.

Follow the arrows on the floor for movement within the building.

There will be one or more bathrooms assigned for SRS staff and students to use. Only use these bathrooms and following the protocols posted (refer to PT washroom access map, 3rd floor).

When you have completed the activity or class you are in the building for, you must leave immediately.

Personal Belongings and What to Bring

Limit what you bring into the building to only what is essential for the activity that you are engaged in. This is important for your own safety in taking out personal belongings that have been exposed to others while in class.

Fill water bottles at home to avoid the need to touch the water dispenser in the building

Bring in your own paper and pen/pencil with your own clipboard. Avoid sharing this material with others, and contacting this material with equipment and furniture within the building.

We encourage you NOT to bring in laptop computers. They are not banned, but please be aware they are difficult to clean and it is your responsibility to ensure they are cleaned prior to coming and when leaving.

There will be no access to locker rooms to change or to store personal belongings. Wear lab clothes needed to come into the building. If it is cold, layer clothing. You can bring shoes with you. On your first day, we will stagger schedule you to access your locker to clear out your belongings.

Avoid bringing in textbooks and lab books unless the instructor has required this.

2. Protocol for Lab Conduct in the SRS

MPT students will be assigned to a lab group of 20 and a room. You CANNOT change groups. You will be working with this same group throughout the remainder of the term.

Within your group of 20, you can practice on more than one lab partner.

Respect physical distancing as much as possible. Only come closer when absolutely necessary to practice a technique.

Follow all hand hygiene and PPE protocols posted in the lab or explained by your instructor or CLRC staff including washing hands with soap and water, using hand sanitizer, avoid touching your face, mouth or eyes, and coughing or sneezing away from others and into a tissue.

We will stagger bathroom breaks. There will be one or more bathrooms assigned for our use. Do not use other bathrooms. Maintain appropriate distancing when congregating at break time. Avoid contacting surfaces. You will not be allowed to leave the building during breaks.

Anyone who has concerns regarding violating physical distancing during lab activities, please report to the instructor and/or the SRS Director or the SRS Associate Dean.

Any students who have concerns about attending labs in the SRS or who demonstrate symptoms or become ill, have the right to decide to withdraw and defer their program of studies with no penalty. Individual situations will be discussed with the Director and advised through the Academic Affairs Committee.

Any faculty who have concerns regarding teaching FTF should contact Safety Resources safetyresources@usask.ca or call 306 966 4675.

3. Cleaning Protocols

Refer to the Enhanced Cleaning Policy for the SRS

Cleaning is the responsibility of everyone utilizing the space. Students and instructors will have responsibility to ensure used laundry is placed in bins, used equipment is cleaned or placed in the designated cleaning solution, clean mats used, and any other contact areas within the vicinity. You may be required to log cleaning you have completed.

Please report any concerns regarding cleaning or observation of any violations to the cleaning protocols.