

# MCCD COVID-19 Room-Specific Protection Plan (SMN 210)

## 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 210, 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 Please be advised that circumstances are changing rapidly, and this RPP and SPP may be outdated and need revisions.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:  
8/20/2020**

## 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 Student Agreement before the beginning of their course and the College Symptom Tracker 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 and obtained for SMN210 and will run for 30 minutes before each session and 30 minutes after each session.

## 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 SIMULATION LAB PRIOR TO LEAVING!
      - Gather up any used supplies. 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.
      - Put on gloves
      - Use the provided Manikin wipe to disinfect the manikin, making sure to wipe down all touched surfaces. **NO BLEACH ON MANIKINS**
      - Use paper towels and the 70% Isopropyl alcohol spray bottle (or alcohol wipes) to spray and then wipe down all surfaces touched during session. Allow surface to air dry:
        - Bedrails
        - IV pump
        - Patient Monitor
        - Bedside table and phone
        - Pyxis Station
        - Supply cabinet drawers, surfaces, and handles

- Place any non-disposable equipment items in the "SANITIZE ME" bucket (e.g. NG tubes, oxygen masks, tubing). Use the 70% isopropyl alcohol spray bottle to spray down all items in the supply bucket (do not wipe or dry these items, leave ETOH on to air dry).
  - Remove gloves and wash hands.
- 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 to HI
  - Use disinfectant spray/70% isopropyl alcohol and paper towels to disinfect any common surfaces not already cleaned by students, including:
    - Sink and counter area
    - Computers and/or keyboards
    - Door handles
  - Remove gloves and wash hands
- 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 of manikin specific cleaning wipes (Sani Cloth AF3) (Purchased by Nursing)
  - 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
  - Disinfectant Spray (Germicidal) (Purchased by nursing)
- 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.
- 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
  - Disinfectant Spray **EPA Registration # 34810-31**
  - Oxivir Disinfectant cleaners EPA registration # 70627-60
  - Manikin Wipes (Sani Cloth AF3) EPA # 9480-9
  - 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**

- Manikin and surrounding supportive equipment have been modified so that individuals know where to stand to stay six feet apart. Students are responsible for being aware of spacing and to correct self and others concerning positioning.
- Students are participating in an active environment with other students and must be cognizant of their surroundings. Faculty will stop session if students do not maintain distancing.
- Size of space limits participants to 3 with one of three students designated outside active work space to limit clustering.
- Tape has been placed on the floor to indicate 6 feet 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.

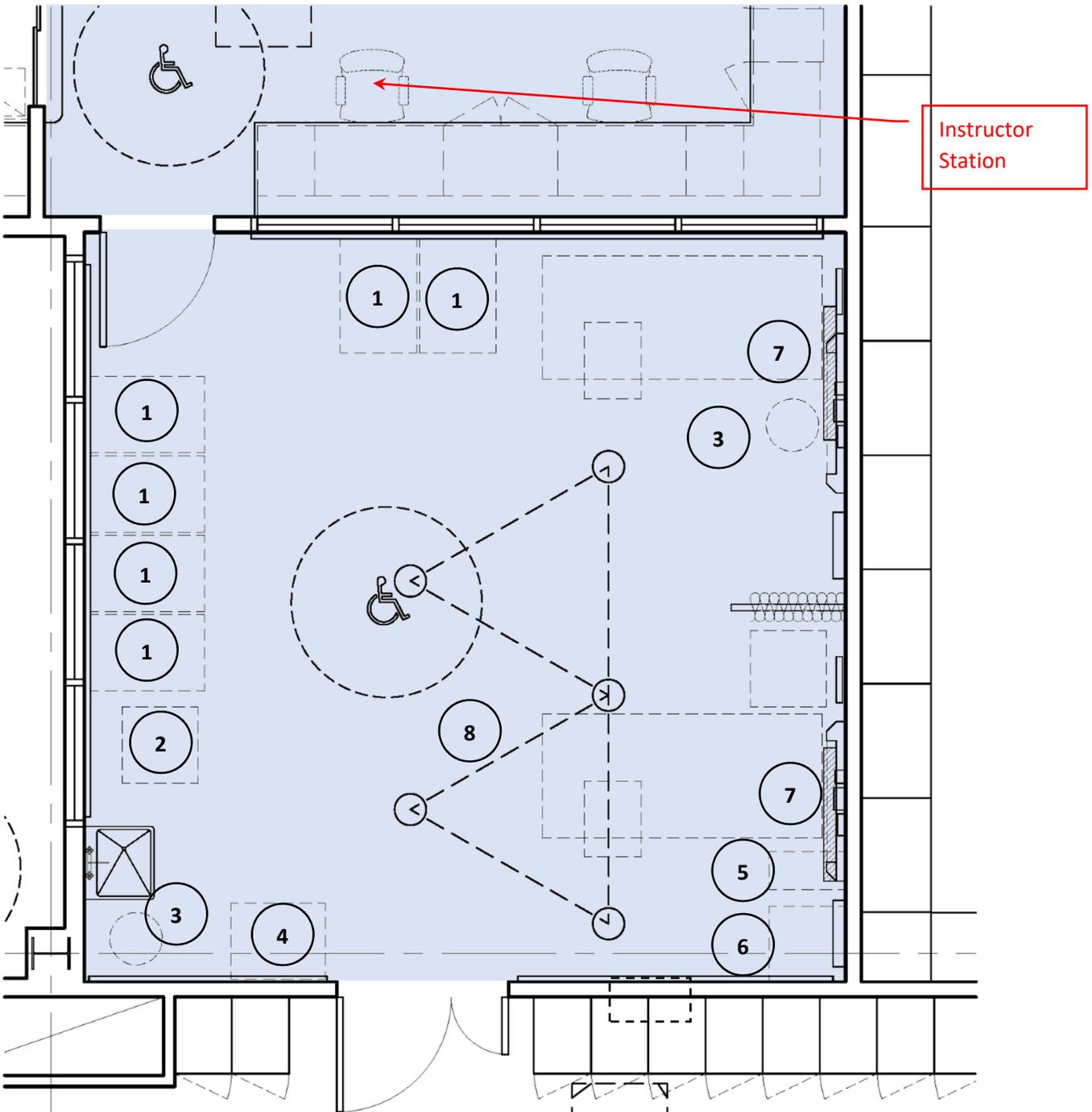
## Training

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.



**Legend:**

- |                 |   |
|-----------------|---|
| 1. Carts        | 5. HEPA Filter Air Fan                    |
| 2. WOW          | 6. PYXIS                                  |
| 3. Trash        | 7. Mounted Monitor                        |
| 4. Refrigerator | 8. 6' Circulation (tape at intersections) |

**Revised Layout:**

- |   |                         |
|---|-------------------------|
| • Occupancy Per Social Distancing Guidelines: | <b>1 Instructor</b>     |
| • Ratio of Students/Area                      | <b>6 Students</b>       |
|   | <b>5 Student/ 79 SF</b> |

**Classroom Background Information:**

- |                       |                |
|-----------------------|----------------|
| • Classroom:          | <b>SMN 210</b> |
| • Current Area:       | <b>393 SF</b>  |
| • Occupancy per Code: | <b>20</b>      |

**Typical Laboratory Layout for SMN Labs – SMN 210**