

# MCCD COVID-19 Room-Specific Protection Plan for SMN 210, Kentfield Campus

## 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 Campus. 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 Please be advised that circumstances are changing rapidly, and this RPP and SPP may be outdated and need revisions.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:  
9/30/2020**

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

Jeff Marozick                      Chief of Police, Marin Community College District Police Department  
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.

Jeff Marozick                      \_\_\_\_\_  
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 [Risk Reduction Order](#) is lifted. In-person instruction is limited based on public health orders, including State and County requirements.
- 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 students, employees, and authorized visitors have been provided with or have administered to themselves symptom screenings before entering campus for each visit. If temperatures are taken, the individual Screening follows [CDC Guidelines](#).

- Students, employees, and authorized visitors 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.
- Students, faculty, and staff 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 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, covers an individual's nose and mouth, and is secured under the chin.
  - These are a few examples of 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 and face shields (worn on their own); neck gaiters (also called multi-bands).
  - Face shields may be worn in addition to face coverings, but not in place of face coverings.
- 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 obtained for SMN 210 and will run for 30 minutes before each session and 20 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** each day of 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/sanitizing Simulation Lab prior to leaving:**
      - Put on gloves.
      - 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.
      - 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 are responsible for sanitizing the following before and 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 surgical masks
  - One roll paper towels
  - Twelve packages alcohol wipes
  - One bottle hand sanitizer containing 62% Ethyl Alcohol
  - 70% Isopropyl Alcohol (Nursing Dept. Provided)
  - Disinfectant Spray (Nursing Dept. Provided)
- 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:
  - 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
  - Waxie # 730 EPA registration # 45745-11-14994
  - Isopropyl alcohol 70% (no specified EPA #)
  - Disinfectant Spray EPA Registration # 34810-31)
  - Manikin Wipes (Sani Cloth AF3) EPA # 9480-9
- 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.
- Hands-free devices have been installed.
- 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 or are not wearing proper equipment (face shield with mask).
- 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 or class if student, employee, or authorized visitor has 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 student, employee, or authorized visitor's 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.

Spring Semester Course Offering  
Nursing Simulation: Rooms SMN 210, SMN 225

1. Students must be on campus for in person simulation as this supportive course incorporates the tactile skills of nursing together with situational critical thinking. This is a supportive course as simulation is part of all the specialty nursing courses offered at College of Marin. The in-person participation of the students is necessary to understand the complex physical duties and skills of the bedside nurse and thus cannot be offered on line. In addition, due to restrictions at clinical sites many students are unable to practice this level of hands on skill and critical thinking outside of simulation. This supportive course is partially on-line in that the orientation for first years was completed online. However, participation following orientation for this course is all face to face.

The lab logistics, as enumerated in the Room Specific Protection Plan (RPP) template, can be accomplished while complying with the current County Tier designation. Meaning, students are masked, social distanced, and utilizing spaces with increased ventilation/filtering. In addition, the current simulation schedule can accommodate M and O needs for cleaning as per the RPP with the support of students and faculty.

This is a supportive course and should be discontinued if the campus orders a shelter-in-place. However, virtual simulations will need to be purchased by COM/Nursing Department if needed to replace lost indirect or direct hours depending on the current determination of the BRN.

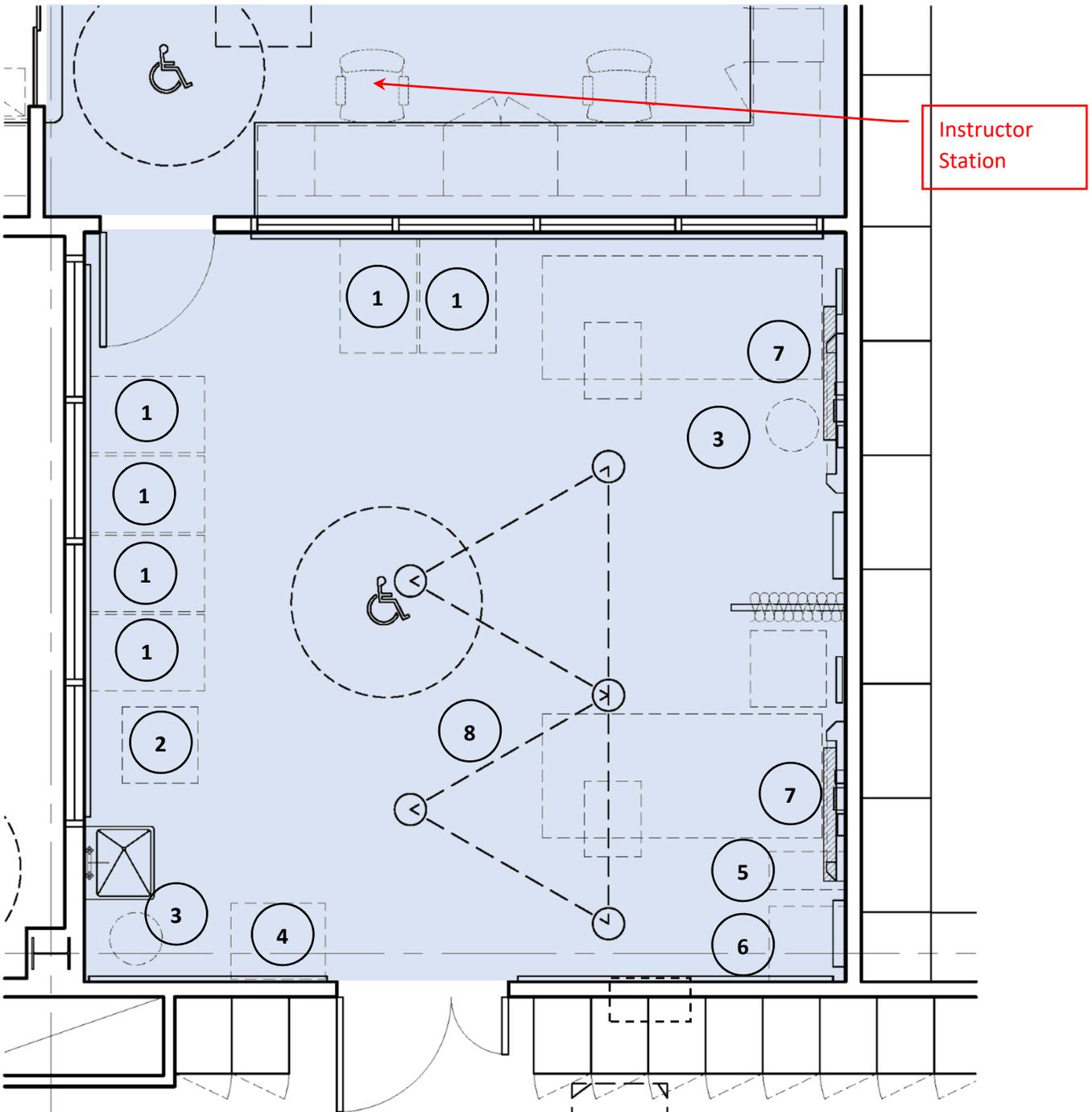
2. 6 students (maximum) and one faculty member will be on campus for simulation. The current dates and times for the in-person simulation course for spring 2021 are as follows\*(See attached chart):

**Simulation Schedule: 2021 Spring (2 day) First Eight Weeks: Working copy as of 9/30/2020**

**STUDENTS\* AND FACULTY IN: 210\*, 210A, 214, 225\* bathroom on 2<sup>nd</sup> floor\*, bathroom on 1<sup>st</sup> floor (faculty)**

Faculty with or without students will be on campus running or prepping for session on ALL the following dates

1st 8 Weeks	Tues 9:30 -12:30	Tues 1:00 -4:00	Tues 4:30-7:30	Wed 9:30 -12:30	Wed 1:00 -4:00
Week 1 01/25-01/29	Prep Time	Prep Time	<b>Open/Prep Time</b>	NE 285 C (3), D (3) <b>Scenario 1</b>	NE 285 A (3), B (3) <b>Scenario 1</b>
Week 2 02/01-02/05	Mental Health NE284	Mental Health NE284	Maternal Child NE283AL	NE 185 C (3), D (3) <b>Scenario 1</b>	NE 185 A (3), B (3) <b>Scenario 1</b>
Week 3 02/08-02/12	MS II NE280L	MS II NE280L	Maternal Child NE283AL	NE 185 C (3), D (3) <b>Scenario 1</b>	NE 185 A (3), B (3) <b>Scenario 1</b>
Week 4 02/15-02/19	Pediatrics NE283BL	Pediatrics NE283BL	<b>Open/Prep Time</b>	NE 185 C (3), D (3) <b>Scenario 1</b>	NE 185 A (3), B (3) <b>Scenario 1</b>
Week 5 02/22-02/26	Pediatrics NE283BL	Pediatrics NE283BL	Maternal Child NE283AL	NE 185 C (3), D (3) Scenario 2	NE 185 A (3), B (3) Scenario 2
Week 6 03/01-03/05	MS II NE280L	MS II NE280L	Maternal Child NE283AL	NE 185 C (3), D (3) Scenario 2	NE 185 A (3), B (3) Scenario 2
Week 7 03/08-03/12	Mental Health NE284	Mental Health NE284	<b>Open/Prep Time</b>	NE 185 C (3), D (3) Scenario 2	NE 185 A (3), B (3) Scenario 2
Week 8 03/15-03/19	NE 185 C (3), D (3) Scenario 2	NE 185 A (3), B (3) Scenario 2	<b>Open/Prep Time</b>	NE 185 C (3), D (3) Scenario 2	NE 185 A (3), B (3) Scenario 2



**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**