

**Vancouver Campus Communicable Disease Plan**

**Last Updated: September 9, 2021**

A communicable disease is an illness caused by an infectious agent or its toxic product that can be transmitted from one person to another. Examples of communicable diseases that may circulate in a University setting include but are not limited to COVID-19, norovirus, and seasonal influenza.

This communicable disease plan provides a general framework for preparedness, prevention planning, and response and recovery in dealing with a large-scale outbreak of a communicable disease. It outlines roles and responsibilities of students, faculty, and staff, routes of transmission, and the control measures to be taken to reduce the risk.

**Prevention**

Communicable disease prevention focuses on basic risk reduction principles to reduce the risk of transmission. The fundamental components of communicable disease prevention include both ongoing measures and additional measures to be implemented as advised by Public Health. Ongoing measures include the following:

• Supporting employees and students who may be sick with a communicable disease (for example when exhibiting symptoms such as fever and/or chills, recent onset of coughing, diarrhea), so they can stay home

• Promoting hand hygiene by providing hand hygiene facilities with appropriate supplies and reminding employees through signage to wash their hands regularly and to use appropriate hand hygiene practices. This also includes using hand sanitizer frequently

• Using proper cough and sneeze etiquette

• Maintaining a clean environment through routine cleaning processes.

• Ensuring building ventilation is properly maintained and functioning as designed.

• Encouraging and supporting employees in receiving vaccinations for vaccine-preventable conditions to the extent that they are able.

**Transmission**

Some ways in which communicable diseases spread are by:

1. physical contact with an infected person, such as through touch
2. contact with a contaminated surface or object
3. travel through the air

**Roles and Responsibilities**

The following procedures should be followed whenever a communicable disease emergency such as a regional communicable disease outbreak, pandemic, or public health emergency is declared by local, provincial or national officials. For all other routine, seasonal, or individual health issues, consult your healthcare provider. Routine, seasonal, and individual health issues do not need to be reported to university officials unless advised to do so by your healthcare provider.

Faculty and Staff

All faculty and staff have the following responsibilities:

• Understand the Plan and follow the procedures outlined in the Plan to protect against exposure to infectious agents.

• Use any required personal protective equipment (PPE) as instructed.

• Report health and safety concerns to their supervisors/instructors.

Faculty or staff who are diagnosed with or believe they have a communicable disease should:

• Seek medical attention if necessary.

• Stay at home when sick and avoid close contact with others to the extent possible.

• Inform your Supervisor and the People and Culture Department of your condition or diagnosis and relay and pertinent information provided by your healthcare provider.

• Do not return to class or work until advised to do so by a health care professional or for the duration of the illness and 24-hours after symptoms abate

Students

All students have the following responsibilities:

• Understand the Plan and follow the procedures outlined in the Plan to protect against exposure to infectious agents.

• Use any required personal protective equipment (PPE) as instructed.

• Report health and safety concerns to their program director and instructors.

A student who is diagnosed with or believes he/she has a communicable disease should:

• Seek medical attention from their primary care provider.

• Stay at home when sick and avoid close contact with others to the extent possible.

• Do not return to class or work until advised to do so by a health care professional or for the duration of the illness and 24-hours after symptoms abate

• Notify your instructors

**Outbreak of Communicable Disease**

The following scenarios will activate fully remote operations for an entire campus.

Campus Exposure:

In the event of outbreak or exposure in the building, the university may review the situation and advise the community that we are moving our operational and educational efforts to a completely virtual environment.  The length of the move will depend on the specific context of the exposure, the amount of time necessary to deep clean the facilities and the risk of continued exposure if we re-open the physical campuses.

External Entity Requires Closure:

Possible scenarios that include external entities exercising authority to require the University to suspend operations on its physical campus locations include:

 Building Closure – if the building in which the campus is housed closes, the campus will subsequently move to remote operations or virtual classes.  The campus will reopen based upon the building schedule, the amount of time necessary to clean the facilities and the risk of continued exposure if we re-open the physical campuses.

 Government Intervention - if the provincial, or federal government requires quarantine or closure of businesses, the university will move to remote operations and virtual classes. The campus will reopen based upon guidance from the provincial or federal governments, the amount of time necessary to clean the facilities and the risk of continued exposure if we re-open the physical campuses.

 Closure of Essential City Services – In the event essential city services – such as public schools, public transportation – are suspended or are materially compromised, the university will evaluate the impact on our learning community and may move operations and education to an online environment.  The campus will reopen based upon guidance from the provincial and federal governments, the amount of time necessary to clean the facilities and the risk of continued exposure.

**Communication of Campus Location Closure**

Decisions regarding campus or location closure or transition to remote operations will be made by the Executive Dean.  Related communications will be conveyed via the University’s Emergency Communication guidelines, utilizing, Everbridge, Email, Website, and Adler Main Phone. Members of the University Community should make it a priority to review all email or other messages from the University, the Executive Dean of the campus, and department supervisors.

**Cleaning Products and Protocols:**

In partnership with the 510 Seymour, SerVantage provides cleaning services. In common use areas such as the elevator and 510 Seymour lobby. Electrostatic spraying of disinfectant is occurring daily.

Please see the detail below on the breakdown of cleaning services currently provided.

**Common Areas and Hubs (Five Nights per Week)**

(a) Spot vacuum carpet.

(b) Spot clean carpet.

(c) Empty waste receptacles, replace waste receptacles liners as needed, and wipe clean/sanitize waste receptacles as needed.

(d) Empty recycling receptacles.

(e) Dust/wipe clean all “within reach” surfaces.

(f) Spot mop tile floors as needed.

**Common Areas and Hubs (Weekly)**

(a) Detail vacuum carpet.

(b) Detail sweep/damp mop/buff tile floors.

(c) Spot clean partitions, walls, columns, ledges, sills, doors and baseboards.

(d) Spot clean interior windows, display cases and all exposed metal.

**Cubicles and Offices (Five Nights per Week)**

(a) Dust/wipe clean all “within reach” surfaces.

(b) Spot vacuum carpet. Properly arrange furniture.

(c) Spot clean carpet.

(d) Spot clean interior windows, sills, display cases and all exposed metal.

(e) Empty waste receptacles.

(f) Replace waste receptacle liners as needed.

(g) Empty recycling receptacles.

(h) Wipe clean/sanitize waste receptacles as needed.

(i) Detail sweep/damp mop tile floors.

**Washrooms (3 times per day)**

(a) Wet mop tile floors using germicidal detergent.

(b) Clean and polish mirrors.

(c) Clean and polish all bright work, enameled surfaces, shelves, dispensers and washroom fixtures using non-abrasive, non-tarnishing, non-corrosive cleaners.

(d) Clean all bowls and urinals using a germicide, non-injurious cleaner, taking care to clean all surfaces of toilet seats and cleaning deep into traps under rims.

(e) Clean all basins and vanities using non-abrasive, non-tarnishing, non-corrosive cleaners and polishing vanities dry.

(f) Empty and clean sanitary disposal receptacles and provide wax paper bags in such receptacles.

(g) Clean and wash waste receptacles and dispensers. Remove all waste products to a designated area and provide the proper plastic bags in receptacles.

**Washroom (Weekly)**

(a) Clean and wash all partitions and spot clean as needed.

(b) Machine scrub floors once a week or as necessary, followed by germicidal detergent.

**Building Ventilation**

The current HVAC fresh air supply schedule is from 8am to 6pm (normal setting) on Mondays through Sunday. The schedule of each floor’s air supply fan running time variable (1-8 hours) to maintain each floor CO2 level within 900ppm.