

**Chicago Campus Health and Safety Protocols**

Updated January 14, 2022

This document outlines the measures that Adler University’s Chicago campus has put in place to keep our students and employees safe while we deal with the daily reality of COVID-19. We will adapt and adjust these measures as directed by our local, state, and federal health authorities. For questions on any of these measures or other aspects of the Chicago campus COVID response, please email [reopencampus@adler.edu](mailto:reopencampus@adler.edu)

**COVID-19 Vaccination Requirement**

All Adler Chicago campus employees and students are required to be fully vaccinated to access campus.

Individuals who are not fully vaccinated, or still in the process of becoming fully vaccinated, will be required to provide proof of a negative COVID-19 test result that is no more than 72 hours (3 days) old on each day that they access campus.

A person is considered fully vaccinated:

* Two weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or
* Two weeks after a single-dose vaccine, such as Johnson & Johnson’s Janssen vaccine

**Providing Proof of COVID-19 Vaccination or Negative COVID-19 Test Results**

Adler’s Chicago campus requires all students and employees to use the Magnus app to provide proof of either full COVID vaccination or a negative COVID test result that is no more than 72 hours old on each day that they access campus. Any student or employee who needs assistance with the Magnus app should email [reopencampus@adler.edu](mailto:reopencampus@adler.edu)

Only results of a PCR test are accepted for entry to campus. The following tests are **not** acceptable:

* + A rapid or antigen test
  + An at-home test
  + An antibody test

Paper copies or photographs of negative results or vaccination proof will not be accepted to access campus. These items must be uploaded to the Magnus app.

Campus guests do not have to use the Magnus app but do need to present proof of either full COVID vaccination or a negative COVID test result that is no more than 72 hours old.

All campus visitors are by appointment only; walk-ins are not allowed.

**On-campus testing**

For students and employees who are not vaccinated and are accessing campus using negative COVID-19 test results, on campus testing is available for your next campus visit.

DO NOT come to campus to use this testing service if you feel sick—get tested off campus.

* Testing is available Monday through Thursday from 10am– 4pm. Location available at 15th floor reception desk.
* Individuals that are not vaccinated must provide a negative COVID test from an external source to access campus.
* The onsite testing will serve as a convenient testing location for individuals that will need a new test before their next visit to campus.
* Students and employees that are not fully vaccinated need to be aware of when their next test is required and plan accordingly. Negative test results must be less than 72 hours old on the day(s) that you need to access campus.

**Suspected COVID symptoms**

The Centers for Disease Control and Prevention maintains a [current list of symptoms associated with COVID-19 and most recent public health updates.](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) If you are experiencing any of these symptoms get tested, even if you are vaccinated and are not aware of being in contact with someone who has COVID.

Employees or students who experience an onset of these symptoms while on campus must leave campus immediately. Staff should contact their manager and the Department of People & Culture to request leave. Faculty should contact their dean or department chair. Students should notify their department chair or program director.

Employees or students who experience an onset of these symptoms at home should stay home, even if you are vaccinated and don’t think you’ve been in close contact with anyone who has tested positive for COVID.

**Reporting Positive COVID-19 test results and contact tracing**

Any student or employee who receives a positive COVID-19 test result from any source—on campus or external-- must email [reopencampus@adler.edu](mailto:reopencampus@adler.edu) as soon as they receive that result so that those you have been in close contact with at Adler may be notified.

In the positive test notification email, students will need to provide the following information:

* On-campus class schedule
* Last day they were on campus
* SJP placement if applicable
* Work study job, if applicable, and those they were in close contact
* Any areas on campus where the student was in close contact with other individuals (closer than 6 feet for more than 15 minutes) such as a shared table in the Library or Adler’s Café or during a work-study job.

In the positive test notification email, employees will need to provide the following information:

* Where they work on campus: office number, hub, or classrooms
* On-campus class schedule, for teaching faculty
* Last day they were on campus
* Any other areas on campus where the employee was in close contact with other individuals (closer than 6 feet for more than 15 minutes)

All of a student’s or employee’s on-campus close contacts (less than 6 feet, longer than 15 minutes) will receive an email notification from the COVID response task force with next steps.

**To return to campus after a positive COVID-19 test result**

* If you do not have symptoms: If you continue to have no symptoms, you can be with others after 10 days have passed since you had a positive viral test for COVID-19.
* If you do have symptoms: You may return to campus 10 days after symptoms first appeared**and** after 24 hours with no fever without the use of fever-reducing medications **and** your other symptoms of COVID-19 are improving (excluding loss of taste and smell, which may persist)

**Masks:**

Masks are required on the Chicago Campus for all students, employees, and visitors regardless of vaccination status.

Gaiters or masks with valves are not allowed on campus.

* Masks are required in all common areas (classrooms, bathrooms, lobbies, hallways, hubs, library, etc.)
* Masks are required in elevators – even though the building does not require it
* Masks are required in all in-person meetings
* Masks are optional in cubicles, as distancing and plexiglass are in place
* Masks are optional in offices when no one else is present

Masks are available in the 17 N. Dearborn lobby and at the 15th floor front desk for anyone that forgets to bring a mask to campus.

If an employee refuses to wear a mask on campus after being reminded, their supervisor will be notified, and the employee will be required to leave campus and will not be paid for that day.  They may return to campus and they will get paid once again when they are willing to follow campus rules.

If a student refuses to wear a mask on campus after being reminded, they will be required to leave campus and will have an unexcused absence for any class(es) they have on campus that day. The student will not be allowed on campus until they comply with Adler’s mask rules while on campus.

The student’s department chair/program director will be notified to prepare a SCEC meeting if the student returns to campus and refuses to wear a mask again.

**Hand sanitizer and disinfectant wipes:**

Touchless hand sanitizer dispensers are located at campus entrances, reception areas, and public-facing service counters for use when entering campus and throughout the day.

Disinfectant wipes are provided throughout campus for the cleaning of personal and common/shared spaces after each use.

**Campus cleaning:**

Classroom Cleaning (Between Classes and Evenings):

* Electrostatic disinfecting of all seats, desks, boards, and equipment
* Replenishment of disinfectant wipes and hand sanitizer

Common Areas, Offices, and Hubs (Five Nights per Week):

* Electrostatic disinfecting all seats, desks, boards, handrails, doorknobs, and equipment (avoiding paperwork)
* Replenishment of disinfectant wipes and hand sanitizer
* Filter cleaning

Washrooms (2 times per day):

* Electrostatic disinfecting all seats and touch points
* Replenishment of disinfectant wipes and hand sanitizer

Positive COVID-19 test result reported by an individual on the Chicago campus

* Campus and direct areas of contact will be disinfected per CDC guidelines.