**FEINBERG EDUCATION GUIDANCE**

*Updated August 18, 2020*

*Changing guidance will be provided as circumstances dictate*

**Principles**

- Ensure that our students begin returning to campus in a way that is compliant and congruent with city and state stay-at-home policies, as well as University policies for environmental health and safety and phased return to campus.
- Recognize we are moving into an uncertain new-normal; risk can be mitigated with appropriate caution, but not completely eliminated; the virus is going to be in the community causing new cases of disease for some time; will need to adapt to change.
- Self-agency characterized by common sense behaviors and consideration of others in the teaching environment is critical to an effective return to campus.
- The school’s responsibility is to provide guidance and support for how to implement best practices for safely returning to work in an academic campus setting, as well as to ensure that our educational mission can be accomplished. Entrusting educational programs in departments have the responsibility of implementing this guidance and adhering to expectations in a manner appropriate to workplace configurations, operations, staff and team composition, and programmatic activities.
- Trust but verify: A monitored hotline 312-503-3437 will be available to allow faculty, staff, and students to report concerns or issues that may need to be addressed by the school; it is hoped in the spirit of quality improvement that people using the hotline will leave contact information to provide confidential follow-up. In addition, buildings will be regularly monitored to ensure that programs and laboratories are meeting appropriate guidance. **Finally, supervisors of employees or students should use the Northwestern Portal** to notify of any new COVID-19 infections.
- Return to normal programming will be in steps, the timing of which will be determined by data on new cases, governmental requirements, and other factors.
- Implement common sense strategies for social distancing within our campus facilities.
- As a general premise, faculty, staff and students who can reasonably work from home should continue to do so; this will allow the returning work force to rehabit our facilities at a density appropriate to need. Until further guidance is provided, no one can be required to come to campus unless they are designated as essential personnel.
- Be prepared for either tightening or loosening of occupancy and other guidance below, and the possibility of another shelter-in-place order, at any time.

**Education Leadership**

- Education leadership supervising the curricula of the school will review and be familiar with this document as it relates to planning student activities.
• Education leadership will determine which learning activities can occur virtually (e.g. didactic lectures) through Zoom classrooms versus those which require on-campus participation (e.g. clinical skills, anatomy lab, and simulation).
• Activities for groups > 10 should use Zoom or another virtual format. This number will be revised periodically as permissible.
• Education leadership will recommend social distancing expectations for classroom and small groups sessions, clinical skills training, and other on campus activities that require in person participation to meet educational objectives.

Health Considerations

• Students should regularly self-monitor temperature and be aware of the symptoms suggestive of COVID-19.
• Ongoing testing for Feinberg faculty, students, and staff members:
  o Medical students and clinical faculty involved in direct patient care should contact the COVID hotline at 312-472-6843 to be routed to NM Corporate Health for testing related to a potential workplace exposure to COVID-19.
  o All other Feinberg students that suspect they may have COVID-19 should contact the NU Health Service-Chicago at 312-695-8134 to be triaged for testing and appropriate care. The Chicago Health Service/NMG General Internal Medicine clinic is located in the Galter Pavillion, 675 N St Clair St Suite 18-200.
  o University testing for new and returning asymptomatic graduate students will be available by appointment on both the Evanston and Chicago campuses. Initial testing for Chicago-based graduate students will take place Aug. 27 to Sept. 5 in the lobby of 345 E. Superior St. Appointments will be scheduled on a first-come, first-served basis, with a fixed number of appointment windows each day. Students must show their Wildcard and know their NetID to complete on-site registration and proceed through the testing process. Testing appointments may be booked here. Students in Feinberg degree programs are not required to sign up for this testing or start a quarantine timed to the start of the University’s Fall Quarter, but may reserve a testing appointment if desired on an individual basis.
  o Any faculty or staff members who demonstrate symptoms should contact the NU COVID-19 Case Management Team at 847-491-8422. If you are on campus when your symptoms develop, you will be directed to one of the on-campus testing sites. If your symptoms develop while at home, you should contact your primary care physician to arrange for testing and medical follow-up. If you do not have a NM primary care provider, evaluation and testing is available at the Streeterville Immediate Care Center. While walk-ins are available, it is recommended that you utilize the online form to set a time and hold your place in line.
Periodic testing will be conducted of a sampling of asymptomatic faculty and staff on campus throughout Northwestern University’s Fall Quarter. More information on this process will be sent in the coming weeks.

- Students with fever (>100.4), respiratory illness, cold, or symptoms of other illnesses are expected to stay home. Students in this situation should contact their Dean of Students or Program Director regarding specific education alternatives. Students using their own health insurance should contact their physician if they become ill or suspect COVID-19 infection. Students using student health insurance should review the Chicago campus student health guidelines regarding COVID-19 on how to seek care.
- Persons diagnosed with COVID-19 or presumed COVID-19 must follow strict self-isolation recommendations and comply with all posted Northwestern University return-to-campus policies for communicable disease reporting.
- Each classroom and learning space will post a sign advising maximum occupancy to preserve social distancing.
- Cloth or procedure/surgical masks must be worn by all personnel at all times while on campus, even when social distancing is being observed.
- Handwashing and sanitizers should be used several times during the school day.
- Students, staff and faculty should not congregate in campus hallways or lobbies.
- Elevator usage should be limited to 4 riders, one in each corner; use of stairs is strongly encouraged for one floor up and two floors down.
- Classrooms will be cleaned daily in accordance with cleaning policy procedures. Deep cleaning will be arranged if a known COVID-19 exposure occurs.

Clinical Rotations

- Students will only be assigned to sites where clinical leadership affirms willingness to accept students and is able to provide an educationally sound experience to achieve the rotation goals and objectives.
- The clinical site also agrees to provide appropriate PPE and have consistent infection control precautions (i.e. hand hygiene, universal masking).
- Students will not provide direct care for known or suspected COVID-19 patients.
- Students will not be present for aerosol generating procedures unless universal testing is being done for all such procedures.
- Students will comply with temperature and symptom screening in place for other clinical staff (physicians, nurses, etc) and other infection control practices such as hand hygiene.
- If symptoms develop or an exposure has occurred, students should follow the same criteria for COVID-19 testing as other health care workers at the clinical site.
- Rounding groups are currently limited to 10 or fewer. Didactics will be held virtually through June 2020 except for simulation and CEC clinical skills sessions. This will be reviewed monthly and adjusted according to local guidelines.
• Social distancing should be practiced as much as possible in team rooms.
• All students must review and attest they have watched and understood the procedures for wearing, removing, and discarding masks (Northwestern Medicine [video on masking](https://www.youtube.com/watch?v=example_video_id)).

### Anatomy Lab

• Anatomy education will combine dissection, virtual anatomy and prosection for the 2020-21 academic year.
• Students should wear a cloth mask to the lab and remain masked during all anatomy lab sessions.
• A reduced number of tanks will be used during AY 20-21 to allow more open space in the lab.
• A reduced maximum occupancy will be posted for the anatomy lab and changing rooms.
• Students will use all wash up sinks in the lab for hand hygiene. No more than one student should use a sink at a time.
• All door handles, soap dispensers, sinks, extra tool containers, the iPad charge cart, and other relevant surfaces will be cleaned daily.
• Gloves and Gowns will be distributed to students before sessions.

### Simulation and Clinical Education Center

• Simulation groups will be limited in size as per local guidelines. As of May 14, groups may not be larger than 10. This number will change as local guidelines are adjusted.
• Students should wear a cloth mask to the lab. Students will be provided a surgical mask and goggles for close proximity procedures (e.g. mock surgery/resuscitation) and a surgical mask for physical examination of standardized patients.

### Galter Health Sciences Library and Learning Center

• Library operations will resume in a manner that reflects student return to campus and will be carried out in a series of phases (details to be posted at [https://galter.northwestern.edu/news/coronavirusupdate](https://galter.northwestern.edu/news/coronavirusupdate)).
• Library access is currently via swipe card and limited to library staff, Feinberg students, and FSM personnel at this time.
• Cloth or procedure/surgical masks must be worn by all persons in the library at all times.
• Handwashing and sanitizers should be used several times by all personnel during the day. Sanitation stations are placed throughout the library; proper handwashing with
warm water and soap for >20 seconds is the best option. This can be done in the restrooms.

- Social and physical distancing should be maintained at all times while in the library. Students, staff, and faculty should avoid congregating in any library spaces.
- Galter Library will post signs advising maximum occupancy in all spaces to permit physical distancing, including all public spaces, conference rooms, computer classroom, and other enclosed spaces.
- Elevator usage at Galter Library should be limited to 1 rider; use of stairs is strongly encouraged.
- In accordance with best practice guidance for the handling and processing of library materials, Galter Library staff will practice a 72-hour “no-touch” quarantine for incoming mail, books, returns, etc.
- Any 1:1 discussions or consultations (e.g., AOSC literature review consultations or research consultations with librarians) will take place via Zoom. More information can be found at https://galter.northwestern.edu/request-services-and-materials/liaison. Students should contact Molly Beestrum, Education and Curriculum Coordinator, to arrange a time to meet.
- All door handles, tables, and other relevant surfaces will be cleaned daily.
- Restroom capacity should be limited to 1 person at a time.
- Public computers will be arranged to permit social distancing. Individuals wishing to use the public computers will need to check out a keyboard and mouse from the public services desk and return it to the desk when finished for cleaning.
- Procedures will be posted to clearly communicate processes for checking out books, checking out computing equipment, and how to engage other assistance.
- For the time being, library staff will pick, package, and distribute all items from the stacks to patrons in keeping with recommended best practice for processing materials.
- Adherence to these policies will maintain a healthy learning and working environment in Galter Health Sciences Library and Learning Center. Persons who violate any of these policies may lose their privileges to use the Library, as appropriate.

Visiting Students

- Feinberg is currently not accepting visiting medical students. We will reassess the feasibility of hosting a limited number of visiting student rotations.

Miscellaneous

- Off campus, students are expected to comply with local guidelines including practicing social distancing, and limiting gatherings to groups of 10 or fewer.
- Professional travel is not permitted at this time; personal travel is discouraged.