A microscopic view of several red, spiky virus particles, likely representing COVID-19, against a grey, textured background. The particles are scattered across the page, with some in sharp focus and others blurred.

UNIVERSITY OF NEBRASKA MEDICAL CENTER

COVID-19 Recovery Implementation Plan

Prepared by UNMC Incident Command
& Health Security Recovery Team



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This is a living document and will be updated as needed.

Document sections with recent additions or change will be colored red in the table of contents.

Executive Summary

The mission of the University of Nebraska Medical Center is to lead the world in transforming lives in order to create a healthy future for all individuals and communities through premier educational programs, innovative research, and extraordinary patient care. COVID-19, despite its dramatic physical, social, and emotional toll, provided an opportunity for UNMC to showcase its innovative approach to excellence in response to a pandemic. Subject matter experts from across the campus utilized an adaptive model to create working groups that reviewed the [Higher Education Pandemic Mitigation and Response Guide](#), refined and categorized tasks, developed priorities, and created the operational plan found here.

This document outlines the efforts of all those involved in the creation of the COVID-19 recovery plan, recommendations for effectively returning to campus, and next steps in the development of an Office of Health Security, which will serve to coordinate the ongoing recovery from this pandemic. An overview of the critical items identified within the process can be found in this document, while the appendices include supporting documentation, working notes, and references to the higher education guide.

Without the countless hours and efforts of the seventy-five (+) UNMC staff, faculty and students, this plan and its implementation would not have been possible. Using the methodology described in *Keep Working, Keep Teaching and Keep Learning*, we welcome you back to campus and look forward to seeing you soon.

Expectations

Consistent with UNMC's [values](#), students, faculty, staff, and visitors should expect to find the healing supportive environment they've come to know upon return to, or arrival at, any one of our campuses post COVID-19. In order to ensure that safety is a top priority, UNMC has created an easy access mask distribution system through the Omaha Student Life Center, placed hand sanitizer stations around campus, and distributed easy to follow educational materials and signs. Similar mask distribution systems, hand sanitizer stations, and educational materials are in place on each of UNMC's campuses.

All UNMC students, faculty, staff and visitors are expected to follow guidelines specific to COVID-19 as outlined in this plan. Failure to follow polices places others at risk and may result in harm to oneself or others.

UNMC Campus Students/Faculty/Staff/Visitors

Returning to Campus

To ensure that the transition back to campus is as seamless as possible, [UNMC](#) and [Nebraska Medicine](#) have created websites that post recent announcements, offer resources in wellness/behavioral health, provide up-to-date travel guidance, and detail information on the signs and symptoms of COVID-19.

The University of Nebraska Medical Center is committed to providing a world-class education; it is our belief that a rich on-campus experience is a critical part of this education. Ensuring that this experience is a safe one, however, is the responsibility of all of us. Thus, as we open our campus this fall, we ask all students, staff, and faculty to do their part by following seven easy steps:

1. Self-screen using the [1-Check UNMC app](#) (or an alternative as described below) each day that you plan on being physically present on campus.
2. Refrain from coming to campus if you (or someone in your house) are sick or if your [1-Check UNMC](#) screen results advise you to.
3. Wear a cloth or surgical/procedure mask that covers the mouth and nose at all times while in public spaces (including classrooms, hallways, and other common areas). Masks should only be removed while eating or while in closed private offices*.
4. Maintain a distance of at least six feet from other persons while on campus.
5. Wash your hands frequently. Hands should be washed with soap and water for at least 20 seconds (roughly the time it takes to sing *Happy Birthday* to oneself twice). Alcohol-based hand sanitizer may be used when soap and water are not readily available.
6. Assist in the cleaning and disinfection of surfaces. Cleaning solution and cloths are widely available in campus buildings; students, staff, and faculty should assist in cleaning their desks, tables, and personal spaces, especially when such surfaces are likely to have become contaminated (e.g. when one sneezes or coughs while their mask is off).
7. In an effort to 'de-densify' the campus, staff who are able to accomplish their duties remotely and have the approval of their supervisor may continue to work from home.

*- Individuals with closed private offices or personal spaces may remove their masks when alone in those spaces with the doors closed. In addition, all personnel may remove their masks when outdoors only if they are able to maintain at least 6 feet of social distancing from all other individuals at all times. Masks must be kept on within 6 feet of building entrances/exits, and in heavily-trafficked pedestrian areas such as parking garages and crosswalks

Additional detail regarding these steps is provided below.

Regular and Routine Self Screening

All members of the UNMC community should consider the health and safety of each other and themselves. Therefore, all students, faculty, and staff are expected to comply with basic principles of self-monitoring as well as any policies, protocols and guidelines outlined here.

Students, faculty, and staff should self-monitor and acknowledge that you do not have signs and/or symptoms of COVID-19 before coming to campus each day through use of the self-screening tool 1-Check UNMC app. Nebraska Medicine's [web based symptom tracker](#) can also be utilized. In addition to utilizing the app-based screening process, individuals might also consider taking your own temperature each day before reporting to campus. Anyone screening 'red' via the app-based process, as well as anyone showing signs or symptoms (including a temperature greater than 100.4 F or 38 C) should consider seeking medical advice.

By coming to campus, you are acknowledging that you have completed the self-monitoring requirements confirming you have no signs/symptoms of COVID-19.

If you experience symptoms consistent with COVID-19 (without a separate known cause, e.g. asthma, allergies, etc.), then do not come to campus. In addition, if you develop symptoms while on campus, please separate from others and leave campus in a manner that reduces any contact with others. In either case, please communicate with your supervisor, dean, program head, or department chair.

Please also contact your primary care provider (PCP), the Student Health Office (for students), or the Employee Health Office (for staff and faculty) for possible testing. Testing resources are also available through [Test Nebraska](#) or [Test Iowa](#).

Higher-Risk Populations and Accommodations

To the greatest extent possible, UNMC will provide reasonable accommodations for individuals who are considered to be at High Risk for Severe Illness from COVID-19, as specified by the [Centers for Disease Control and Prevention](#).

Though this list may continue to change as we learn more about COVID-19, the following are considered high risk as of June 9, 2020:

- People who live in a nursing home or long-term care facility
- People of all ages with underlying medical conditions, particularly if not well controlled, including those:
 - 65 years and older
 - With chronic lung disease or moderate to severe asthma
 - Who have serious heart conditions
 - Who are immunocompromised
 - Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
 - With severe obesity (body mass index [BMI] of 40 or higher)
 - With diabetes
 - With chronic kidney disease undergoing dialysis
 - With liver disease

Other vulnerable populations include:

- People with dementia
- People with disabilities
- People who are pregnant and breastfeeding
- People experiencing homelessness
- Racial and ethnic minority groups
- Newly resettled refugee populations

If an individual requires reasonable accommodations as a result of the pandemic in order to

continue to study or work at UNMC, please contact:

For Students: Kelly Swoboda, kelly.swoboda@unmc.edu (402) 559-5553

For Employees: EmployeeRelations@unmc.edu or Deb Motl (402) 559-853

Common areas, Cafeterias and Breakrooms

Care should be taken with all common areas, cafeterias and breakrooms including but not limited to wearing masks when possible, cleaning tables, desks or food prep areas as necessary and maintaining social distance practices.

Common areas including study rooms have been rearranged and/or alternated to ensure the safety of the UNMC Community. Moving tables or unmarking tables and chairs are prohibited.

Cafeterias and breakrooms should be used on an alternating basis to ensure social distancing practices are followed. The following should be considered:

- Students, faculty, and staff who are able to should consider eating at home when feasible either before coming to campus for afternoon classes or after leaving campus from morning classes.
- Find an isolated or sparsely populated area to eat meals or snacks by utilizing the outdoor tables, weather permitting.
- Consider eating in non-traditional areas such as unused classrooms, study spaces or break-out rooms. Pack all food waste out of these areas if used.
- Remain at least six feet away from others when masked and increase distance from others while eating.
- Minimize unmasked time and remove your mask by the loops/ ties and set it, outside surface down, on a clean paper towel or tissue.
- Clean your eating space thoroughly with disinfectant, ideally before AND after eating.
- Wash your hands - before AND after eating.
- Avoid sharing food.

Although catered meals are not prohibited on the UNMC campus, special care should be exercised when arranging for catered meals:

- Food and beverages should be served in individual units (boxed lunches, individual beverages, individually wrapped utensils) whenever possible.
- Situations wherein multiple hands would touch food and utensils should be avoided. Passed appetizers and self-service buffets should also be avoided. Alternatively.....
- Buffet-style foods or plated meals may be served to guests by wait staff who are trained in safe food handling practices.
- If individuals must pick up their own boxed meal or beverage, unidirectional flow lines should be established. Appropriate signage, floor decals, and/or tensile barriers can assist in guiding flow and in ensure proper physical distancing and directional flow
- Open bars are not currently permitted. Alcohol and other beverages can only be served to guests at their designated table by wait staff.
- The distribution of food through bake sales, selling of franchise food items as fundraisers, or pot lucks is likewise not permitted at this time.

UNMC Branch Campuses

In addition to the Omaha main campus, UNMC has campuses in Kearney, Lincoln, Norfolk and Scottsbluff-Gering. These UNMC locations should coordinate pandemic response and recovery operations with their host campus. Building-specific pandemic response and recovery operations,

such as site modifications (e.g. Plexiglas installment) and management of host resources (e.g. movement or removal of classroom furniture) should be coordinated and receive approval from both the host-site and UNMC.

All other policies, guidelines, and recommendations listed in this plan should be followed at all UNMC campuses, unless granted a specific exemption by the dean of their respective college.

Travel Standards

Prior to Travel

For the continued safety of all UNMC staff, faculty and students the following recommendations are made:

Students, Faculty, and Staff should follow travel-approved guidance described in the current UNMC policies, which can be found at: <https://www.unmc.edu/coronavirus/travel.html>. Broader University-system guidance can also be found in the University System's Executive Memorandum #25: <https://travel.unl.edu/revised-executive-memorandum-25>

Consideration for travel approval should also incorporate the CDC and/or State Department guidelines and recommendations.

- CDC: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notice.html>
- For general viral travel notices: <https://wwwnc.cdc.gov/travel/notices>
- State Department: <https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html>

Return from Travel

- Upon return from any travel, whether domestic or international, the traveler will follow all screening, testing, and quarantine guidelines determined by [UNMC policies](#).
- Travelers will use UNMC's [1-Check UNMC app](#) for self-screening to determine their risk. If the traveler is determined to be at elevated risk by 1-Check UNMC, they should notify Employee Health or Student Health, as appropriate. In many cases, PCR testing might be appropriate. Travelers should follow the advice of Student Health, Employee Health, or their primary care provider regarding this testing. Travelers may also be required to self-quarantine or self-isolate. Quarantined or isolated travelers should use a standardized wellness screening and/or testing system such as the 1-Check UNMC app or Test Nebraska prior to returning to campus for any reason.

UNMC Campus Safety

Face Covering Policy (formally mask guidance)

A copy of the interim policy on face coverings can be found in appendix A of this plan.

Face coverings or masks are required while traversing campus and within campus buildings, as well as for in-person instruction involving close contact and for open office arrangements. Individuals with closed private offices or personal spaces may remove their masks when alone in those spaces with the doors closed. In addition, all personnel may remove their masks when outdoors only if they are able to maintain at least 6 feet of social distancing from all other individuals at all times. Masks must be kept on within 6 feet of building entrances/exits, and in heavily-trafficked pedestrian areas such as parking garages and crosswalks. Cloth masks are permissible and an initial issue mask will be provided to all faculty, staff, and students. Additional masks may be purchased at the campus bookstore and convenience stores. Procedure masks may also be provided for some instructional activities.

Proper donning, doffing and extended or reuse practices can be found on the UNMC website. Faculty supervisors, managers, or administrators can request masks using the UNMC [Mask Request Form](#).

Social Distancing

Students, employees and visitors are expected to maintain social distancing of at least 6 feet to avoid being exposed to or spreading COVID-19. The UNMC COVID-19 working groups have created guidance for return to campus that include approaches to ensure social distancing, alternative schedules and the delivery of remote course work as options. UNMC's Guidance for Return to Campus is reflective of campus policies and procedures and takes into consideration the [Nebraska Department of Health and Human Services Directed Health Measures](#).

Building Access

All UNMC exterior doors will remain locked (subject to badge access), until later assessment deems it no longer necessary. All guests and visitors must complete a self-assessment through the 1-Check UNMC application before arriving on campus and must be escorted by a UNMC employee at all times.

Sanitation Measures/ Cleaning and Disinfecting Protocols

UNMC has implemented enhanced cleaning and disinfection measures for all workspaces, labs and common areas. While environmental services personnel have worked hard to accomplish such enhanced disinfection, students, staff, and faculty are expected to assist in the disinfection of their personal spaces. Cleaning supplies are available at 250 locations scattered across every campus building. Your supervisor can assist you in locating these supplies if necessary. If appropriate means of cleaning are not available, we ask that you contact EVS. Policies have been revised, training continues to be conducted and additional measures have been established to ensure proper disinfection is taking place across campus. UNMC follows the Infection Control Policies located in the Nebraska Medicine Policies and Procedures Manual, Specifically ICO4 Isolation Precautions (Appendix 6) and IC28 Environmental Services (Appendix 7)

UNMC Office of Health Security

The UNMC Office of Health Security (OHS) has responsibility for ensuring institutional compliance with local, State, and national laws, policies, recommendations, and/or guidelines. The OHS serves as the coordinating hub for the development of campus policies and procedures that help to ensure the wellness and safety of faculty, staff, and students. Specifically, the OHS will ensure accessibility of all resources devoted to public health and safety for individuals from traditionally underserved communities and individuals with disabilities.

The OHS will coordinate and support campus health and wellness strategy development and implementation throughout the institution. The office will work closely with the campus clinical health centers and community referral centers with expertise in the diagnosis and treatment of COVID-19 patients so as to ensure confidential and ready access for all learners, faculty and staff.

The OHS will provide timely information to students, staff, and faculty, offer counseling, and manage access to key public health resources. As such, the office will develop and widely distribute guidance that detail actions to be taken if a learner, faculty, staff or visitor is symptomatic for COVID-19, tests positive for COVID-19, is exposed to an individual positive for COVID-19, or otherwise has questions or concerns about COVID-19. Finally, the OHS will serve as a potential practicum site for public health students.

COVID-19 Education Resources:

[UNMC](#) has dedicated a section of the website to COVID-19 information including travel guidance, behavioral and mental health resources (found under the Wellness Resources tab), and recent announcements. The 'For the Media' tab includes common questions addressed by experts in public health and medicine.

[Nebraska Medicine](#) has created a website that includes a [COVID-19 map](#) and information for health care providers.

Screening and Testing:

Students, staff, faculty and visitors should utilize the [1-Check UNMC app](#) or the Nebraska Medicine Symptom Tracker as described in the return to campus section above. Additional information and resources associated with the app can be found [here](#).

Individuals requiring a COVID-19 test should call their appropriate clinic provider. Although UNMC doesn't offer testing advice or assistance, information can be obtained through the [Student Health Clinic or the Employee Health Office](#) in addition to one's primary care provider or the appropriate local health department:

- Douglas: 402.444.3400
- Sarpy/Cass: 402.537.6970
- Pottawattamie: 712.328.5777

Other local health departments can be found on the Nebraska Department of Health and Human Services website found [here](#).

The Office of Health Security has created a frequently asked questions document which includes an explanation of the difference between screening and testing and provides

information on who should be tested and how tests are obtained. The screening and testing FAQ can be found as an appendix to this plan.

Management of Suspected or Confirmed COVID-19 Individuals and Exposures on Campus

If you have tested positive for COVID-19 or suspect you have COVID-19, please stay home and seek medical attention from your primary care provider or Student/Employee Health. [Student Health](#) or [Employee Health](#) should be contacted for guidance and direction. You should also inform your supervisor that you are ill.

Any student with clinical duties will be required to seek clearance through student health upon returning to clinical activities.

Further explanations for academic leaders concerned with a possible exposure can be found in the Guidance for Academic Leaders Regarding Students Who are Exposed, Who are Symptomatic or Who Test Positive for COVID-19, document through the UNMC Office of Health Security and the UNMC intranet.

The UNMC COVID-19 Toolkit is available to faculty, supervisors, and administrators through the UNMC Office of Health Security and the UNMC intranet. The toolkit is intended to assist these individuals on how to properly manage the risk of COVID-19 in their area and includes procedures for notification, messaging, quarantine and isolation, cleaning precautions, incident reporting, and return to work guidelines.

For questions about the toolkit or other questions about management of COVID-19 at UNMC, please contact The Office for Health Security or the Pandemic Recovery Team.

Wellness/Behavioral Health

Through the coordinated efforts of the Campus Wellness Communications Committee (CWCC), Psychological First Aid and the Peer Support Program via the Student Senate, UNMC students will have multiple avenues to turn to in need. To ensure UNMC employees and students have access to 24/7 mental health and crisis support, the UNMC Counseling and Support Services offers assistance through in house psychologists, Arbor Family Counseling Employee Assistance Program and House Officer Assistance Programs. More information is available on the [UNMC Wellness Website](#).

Procurement (Purchasing)

Returning students should follow the guidance outlined above to obtain masks. Staff and faculty requesting purchases related to COVID-19 please visit the procurement FAQs found on page 20 of this plan.

UNMC COVID-19 Information

The UNMC Strategic Communications team will share COVID-19 related communications with internal and external audiences. The team works closely with colleagues at Nebraska Medicine and the University of Nebraska at Omaha (UNO) and will continue to do so on COVID-19 related matters. Depending on the message and audience, the team will use a variety of communication platforms including: Zoom; UNMC Today and other campus newsletters; frequent social posts; employee forums; direct email to faculty, staff and students; Science Cafes; earned media; and dedicated COVID-19 websites at www.unmc.edu/coronavirus and www.nebraskamed.com/COVID.

For COVID-19 resources, visit [UNMC Brandwise](#), which will guide individuals to the [UNMC Printing Services online store](#) for available wall signs, window clings and floor decals. If additional resources are needed, please contact Printing Services or UNMC Strategic Communications.

Appendices

A) UNMC COVID-19 Policy / Guidance

- Classroom Guidance
- Meeting & Event Guidance
- Sample Event Safety Plan
- Interim Policy: Face Covering
- Procurement FAQs
- Screening & Testing FAQs
- Shared Space Policy
- Visitor Guidance

B) UNMC COVID-19 Recovery Group

- Recovery Plan Development and Working Groups

Appendix A

Classroom Guidance

Safe Return to In-Person Class Criteria

In order to maximize public health considerations and the benefits of in-person classroom instruction, UNMC will provide in-person instruction for the Fall 2020 semester that meets the following criteria:

- On-site gatherings follow the most recent Directed Health Measures for the applicable county: <http://dhhs.ne.gov/Pages/COVID-19-Directed-Health-Measures.aspx>
- On site-gatherings will be conducted so as to ensure adequate social distancing, providing for at least 6ft of separation among persons in all directions (approximately 35-40 sq. ft. /person). For classes in which such six foot social distancing is not possible, alternate measures, such as use of multiple classrooms and remote learning modalities, should be instituted.
- In order to 'de-densify' the building and promote safe passageway between classes, it is recommended that *classes not exceed 25 students possible*, even if the current DHM allows larger gatherings. Faculty anticipating holding a class that exceeds 25 students should consult with their respective dean or director.
- Please note that classroom sizes vary widely across campus. Capacity should never exceed the safe social distancing capacity for the room that has been pre-identified by Facilities. Appeals to the social distancing classroom capacity can be made to: Lindsay Neemann, lindsay.neemann@unmc.edu

Classroom Requirements

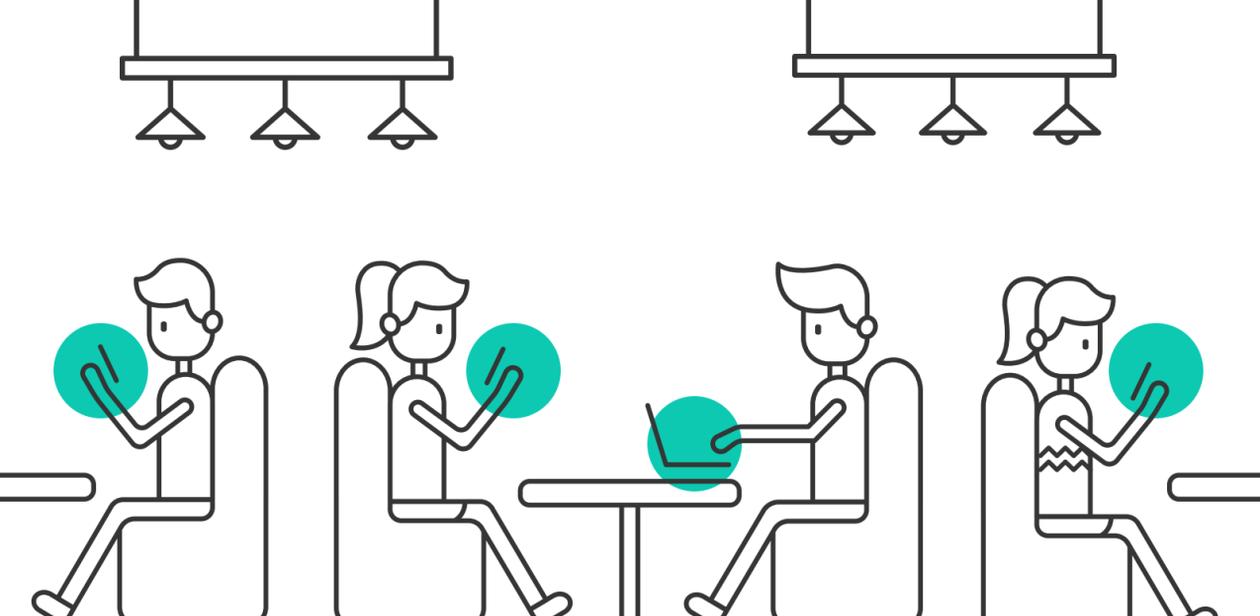
- All students must wear masks that cover the mouth and nose at all times in the classroom. Faculty are permitted to wear a face shield during instruction in lieu of a mask as long as they follow 6 feet social distancing guidance. When not instructing a course, faculty must follow the mask guidance.
- Classrooms should have visual cues (i.e. tape to mark where not to sit) to aid learners and faculty with appropriate spacing.
- Furniture may be rearranged, but removal of furniture is prohibited. Furniture that has been rearranged must be disinfected and put back in the original placement for the next user.
- If suspected contamination occurs, learners and faculty should disinfect their workspace and perform appropriate hand hygiene as outlined in the classroom and mask policies.

Classroom Scheduling

Assuming a larger number of smaller classes, room reservations may be more challenging for the fall semester. The campus-wide effort for pandemic recovery requires campus-wide cooperation and sharing of resources. As such, room reservations for the Fall 2020 semester will

be prioritized in accordance with the Scheduling Policy. In the event of a scheduling conflict, scheduling will proceed in the following priority order:

- 1) Classes that cannot be held remotely (live patient encounters, mannequin and simulation labs, anatomy labs, chemistry labs, etc.) within the college and their respective building, if applicable.
- 2) Classes that cannot be held remotely by another college that does not have an available option within their college/building.
- 3) Exams that must be conducted live due to accreditation or other requirements, such as vendor requirements for standardized testing
- 4) Classes that can be held remotely, but where faculty and students have opted for an in-person experience.
- 5) Exams that faculty have decided should not be completed remotely.
- 6) Other core academic functions such as grand rounds, research presentations, high school alliance, etc.
- 7) Ad hoc and recurring meetings and events such as governance groups, etc.



REMOTE TEACHING —ENGAGEMENT—

Zoom Video Conferencing

Non-Verbal Feedback

Use the non-verbal feedback features during your remote session to keep students listening and engaged.

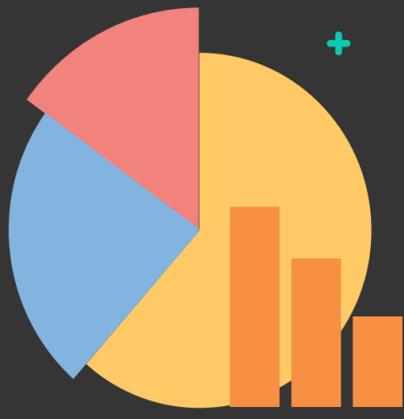


- Ask your students questions that elicit a yes, no answer, or even a thumbs up or down.
- + Check for understanding before moving on to the next step or topic during your lecture.
- Ask students to select the clock when they need to walk away from the session.
- + Ask students to select the coffee cup if they are ready for a break.

[LEARN MORE](#)

Zoom Polls

Use the built-in Zoom polling system to create polls throughout your session.



- Create single choice or multiple choice polling questions for your students to answer throughout the sessions.
- + Use the polling answers to clarify the content if needed.
- Polls can also be anonymous and allow you to check for understanding of a topic.

[LEARN MORE](#)

Breakout Rooms

Use breakout rooms to split your students into smaller groups for collaboration. You can also have students report back when they return to the main room.



Give the students a question to answer, a case study to explore, a topic to research, etc. as a group in the breakout room.



Allow the students to use some of the class time to work on group projects on the breakout rooms.

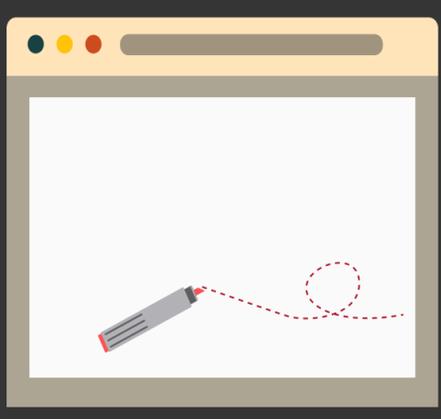


Use breakout rooms for student brainstorming and peer assistance/learning.

[LEARN MORE](#)

Annotation Tools

Use annotation tools to highlight information on shared screens or create /solve information using the built-in whiteboard.



- Write and solve equations or formulas on the whiteboard.
- + Create sign up sheets on the whiteboard for students.
- Have your students create & share ideas, thoughts, or answers using the whiteboard individually or as groups.

[LEARN MORE](#)

Tips

- Integrate visuals, videos, discussion, breakout sessions into your lecture to engage your audience.
- + Create lectures that are visually engaging by keeping text to a minimum and adding visuals that correspond directly to the slide content.
- Give students time to think and answer questions by counting to 10 before answering the question yourself.
- + Check frequently to see if your students are still with you by using non-verbal feedback tools and polling questions.

Analisa McMillan, PhD, MSEd

*This infographic was created by the
Director of Educational Design and Development
at UNMC, College of Public Health.*



**University of Nebraska
Medical Center**

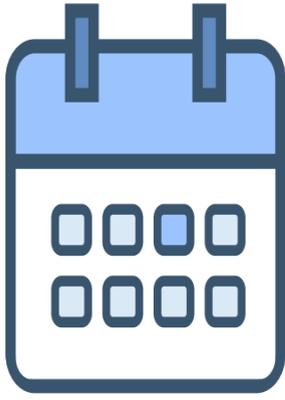


-Pandemic Teaching- Social Distancing On-Campus

Is your University heading back to campus in the fall?
Are you looking for alternative ways to decrease class size or time on campus?
A blended, flipped or multiple classroom approach to learning just might be what you are looking for when you return to teaching in person.

Blended Classrooms

A traditional blended course consists of half of the course classes on campus, and the other half are delivered online through the Learning Management System (i.e. Canvas, Blackboard).



Students are divided into two groups and each group will attend some of the semester's sessions in person and the other sessions online.

- Two Groups: Group 1 attends session 1 in person and group 2 attends session 1 online. On-campus and online sessions continue alternating throughout the semester.
- Alternate Option: Stagger on-campus lecture topics for groups, so each group has the same lectures during on-campus weeks and the same video lectures during online weeks.

Flipped Classrooms

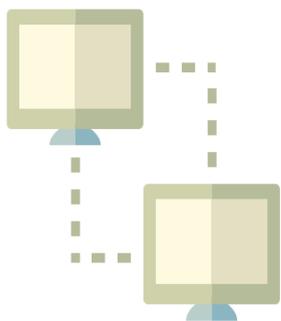
The Flipped classroom switches the classroom learning (didactic lecture) to individual learning online - allowing the students to come to the class with background knowledge before completing applied learning activities and assessments.



- Students watch recorded lecture videos on the LMS and take a short quiz before coming to class. The first 30 minutes of class is spent clarifying content based on quiz answers and student questions. The rest of the class is spent on the application of knowledge using activities (individual or group), lab work, or assessments.
- Alternate Option: Two Groups- Divide the classroom time in half each week and have group 1 attend the first half, and group 2 attend the second half. Allow time for proper sanitation of the room between groups.

Multiple Classrooms

Classrooms that are not large enough to social distance can meet in more than one classroom using web conferencing technology.



- Divide students into groups and assign a classroom to each student—alternate teaching in each classroom weekly to create an instructor presence with all students.
- Students who stay after class to ask questions should remain in their assigned classroom for their safety as well as others. Or create virtual office hours at a later time, to maintain social distancing standards.

Build Your Course

Now that you have decided on a teaching method, it is time to start planning and designing your course.



Convert your syllabus to reflect blended, flipped and multiple classroom schedules



Create your lectures for on-campus sessions and online (flipped, blended) sessions



Break up and record your online lectures into short videos (5- 15 minutes) that stack on each other



Design discussion board questions, assessments or group activities that help bridge the weeks content with the next weeks content



Add your content to your Learning Management System (LMS)

Analisa McMillan, PhD, MSED

This infographic was created by the Director of Educational Design and Development at UNMC, College of Public Health.

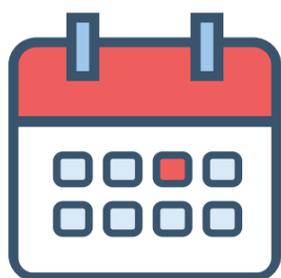


Pandemic Teaching Remote Learning

Are you ready for the possibility of remote teaching? Do you want to try something different than spending 3 hours lecturing your students live and not knowing if your students are actively engaged? A blended or flipped remote classroom approach benefits you and your students by creating a learning environment that is engaging and allows for optimal learning experiences.

Blended Classroom

A remote learning blended course consists of half of the course classes on your web conferencing tool (i.e. Zoom, MS Teams), and the other half are delivered online through the Learning Management System (i.e. Canvas, Blackboard).



Students meet with you remotely one week (synchronously) and the next week they complete tasks asynchronously. Remote sessions and online sessions continue alternating weekly throughout the semester.

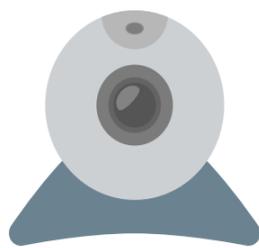
Flipped Classroom

The Flipped classroom switches the remote learning (didactic lecture) to individual learning online - allowing the students to attend the live remote class with background knowledge.



Students watch recorded lecture videos on the LMS and take a short quiz that is due the day before the live remote session. The first 30 minutes of the live remote class is spent clarifying content based on quiz answers and student questions. The rest of the class is spent on the application of knowledge using activities (individual or group), lab work, or assessments.

Video Conferencing



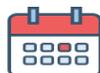
Keep in mind that not all internet access is equal and some students may have access and connection issues.



Use your web conferencing platform tools to create interactive polls, breakout rooms for groups, and whiteboards to create interactive activities to engage your students.

Build Your Course

Now that you have decided on a remote teaching method, it is time to start planning and designing your course.



Convert your syllabus to reflect blended, flipped and remote classroom schedules



Create your lectures for remote sessions and online (flipped, blended) sessions



Break up and record your online lectures into short videos (5- 15 minutes) that stack on each other



Design discussion board questions, assessments or group activities that help bridge the weeks content with the next weeks content



Add your content to your Learning Management System (LMS)

Analisa McMillan, PhD, MEd

This infographic was created by the
Director of Educational Design and Development
at UNMC, College of Public Health.

Meeting & Event Guidance

Purpose:

In an effort to slow the potential transmission of COVID-19 and protect vulnerable populations from exposure, UNMC recommends the following guidance for planning and attending an event. All members of the UNMC community are asked to help in this effort. To ensure that safety is the utmost priority, **in-person events should be held to a maximum of 50 people at this time** (additional guests can attend virtually, if applicable.) The safety event safety form, provided below, must be completed and submitted for approval for all in-person event larger than 25 attendees.

Remember this is an evolving situation and there may be a need to cancel events at the last minute should restrictions change.

Guidance on hosting an essential UNMC event:

- When an in-person event is deemed essential to the mission of UNMC, event planners should consider the guidance in this document and follow these steps to reserve an event space:
 1. Check with scheduling entity on availability of desired space
 2. Submit reservation request to appropriate scheduling entity
 3. Complete the Event Safety Plan provided below
 4. Submit completed Event Safety Plan to the [Central Scheduling Office](#) (CSO) at roomscheduling@unmc.edu for approval from the Health Security Office
 5. Once approved/denied, event will be confirmed/cancelled in the appropriate scheduling system and reserving party will be notified. If approved, appropriate building coordinator and Dean will be notified as a courtesy
- Events must comply with the current guidelines set by local and state public health officials.
 - <http://dhhs.ne.gov/Pages/COVID-19-Directed-Health-Measures.aspx>
 - To ensure that safety is the utmost priority, **in-person events should not exceed 50 people at this time** (additional guests can attend virtually, if applicable).
- Consideration should be given to ensure the event space is large enough to allow for 6ft of space between guests and maintain the campus physical distancing policy.
 - Revised room capacities can be found of the Centralized Scheduling Office's webpage.
- Limit interpersonal interactions and foot travel around buildings at events. This includes:
 - Avoid having attendees move to multiple rooms for break-out sessions
 - Avoid hosting vendor and health fairs, poster sessions, cocktail receptions, retirement teas, etc.
 - Stagger breaks for attendees during conferences to ensure physical distancing
- When possible, increase the frequency of shuttle service provided to the event location so passengers can practice physical distancing.

- Event organizers are asked to assist in the cleaning and disinfection of desks, tables, and high-touch surfaces at the conclusion of a meeting or event in conference rooms, auditoriums, and classrooms. Cleaning solution and cloths are widely available in campus buildings. If appropriate means of cleaning are not available, or if enhanced cleaning is needed, contact EVS.
- Catering
 - Serve food and beverages in individual units (boxed lunches, individual beverages).
 - Avoid serving foods where multiple hands will touch the food and utensils. No passed appetizers or self-service buffets.
 - Arrange for buffet-style foods to be served to guests by wait staff who are trained in safe food handling. Plated, served meals are also a good option.
 - Open bars are not currently permitted. Alcohol and other beverages can only be served to guests at their designated table by wait staff for a dinner event in an effort to avoid lines.
- Event organizers should make sure proper signage and floor markings are displayed in and around event space to remind participants of prevention measures and physical distancing.
 - Temporary signage coordinated through Printing Services:
https://unmc.webdeskprint.com/PSP/app/PSP_Start.asp
- Ensure easy access to handwashing facilities and make available alcohol-based sanitizer stations.
- Offer virtual options, such as Zoom, to the event for guests that cannot attend in person.
- Event organizer should be aware of the **Experiencing Symptoms on Campus** procedures in the ***UNMC Return to Campuses Guidance*** document.
 - <https://www.unmc.edu/coronavirus/docs/UNMC-Guidance-for-Return-to-Campus.pdf>
- Building access: All UNMC exterior doors will remain locked (subject to badge access) until a later assessment deems it no longer necessary.
 - All guests and visitors must complete a self-assessment through the 1-Check COVID application before arriving on campus.
 - If a special door unlock is needed for an event, this can be coordinated with the Central Scheduling Office.
 - Guests attending an event on UNMC's campus will not be able to enter any NE Medicine building at any time due to visitor restrictions-
<https://www.nebraskamed.com/patients>
- Event organizers will keep log of event attendees and staff for contact tracing purposes.

Communication from event organizers to attendees and external vendors prior to event:

- Advise people to stay home if ill (consider refunding event fees if applicable).

- Remind attendees of simple measures to lower risk and prevent spread of viruses (not shaking hands, practicing social distancing, frequent hand washing, avoid touching of the face, not coming to campus if sick or living with someone who is sick, etc.).
- Encourage attendees to check symptoms on the 1-Check UNMC app before coming to campus.
- All faculty, staff, students and guests are to wear a cloth or surgical/procedure mask that covers the mouth and nose at all times. Masks should only be removed while eating.
- Guests attending an event on UNMC's campus will not be able to enter any NE Medicine building at any time due to visitor restrictions- <https://www.nebraskamed.com/patients>
- Notification that this is an evolving situation and events may be cancelled at any point if new restrictions are put in place.

Travel

- Travel restrictions may create difficulties for visitors on either leg of their trip to a UNMC event, or for UNMC faculty, staff and students attending an off-campus event. Follow guidance in UNMC's most current travel guidelines.
 - o <https://www.unmc.edu/coronavirus/docs/UNMC-Guidance-for-Return-to-Campus.pdf>

Event Safety Plan

When an in-person event is deemed essential to the mission of UNMC, event planners should refer to the Meeting and Event Guidance listed above and follow these steps to reserve an event space:

1. Check with scheduling entity on availability of desired space
2. Submit reservation request to appropriate scheduling entity
3. Complete the **Event Safety Plan** information below
4. Submit the completed Event Safety Plan to the Central Scheduling Office (CSO) at roomscheduling@unmc.edu for approval
5. Once approved/denied, event will be confirmed/cancelled in the appropriate scheduling system and reserving party will be notified. If approved, appropriate building coordinator and Dean will be notified as a courtesy

To ensure that safety is the utmost priority, **in-person events should not exceed 50 people at this time** (additional guests can attend virtually, if applicable).

General Event Information

Today's Date: _____ Event Date: _____

Event Name: _____

Estimated guest count: _____ Event State/End Time: _____

Brief description of event: _____

Location of event: _____

Will guests be attending from off campus: ___Yes ___No

Event organizer to send attendees the mask, social distancing and screening guidelines for UNMC campuses.

Foodservice: ___Yes ___No

If yes, please describe catering plans in detail. Self-service buffets and beverage stations are not permitted at this time.

Will alcohol be served: ___Yes ___No

*Open bars are not currently permitted. Alcohol can only be served to guests at their designated table by wait staff for a dinner event in an effort to avoid lines.

Building unlock: ____ Yes ____ No
If yes, please specify the following:

Building: _____ Entrance(s): _____

Room(s) within building: _____ Time: _____

*The Central Scheduling Office will coordinate a building unlock with Public Safety/Card Access

Unique services required from EVS: ____ Yes ____ No

If yes, please specify: _____

Will guests need on campus parking: ____ Yes ____ No

Contact person information

Name: _____ Department: _____

Phone: _____ Zip: _____ E-mail: _____

General Safety Message

The following guidelines have been established as priorities for the entire campus:

- 1) It is expected that attendees all maintain a physical distance of at least 6 ft.
- 2) All faculty, staff, students and guests are to wear a cloth or surgical/procedure mask that covers the mouth and nose at all times. Masks should only be removed while eating.
- 3) Stay at home if you or someone in your home are sick.
- 4) Wash your hands frequently. Hands should be washed with soap and water for at least 20 seconds (about the amount of time it takes to sing Happy Birthday to oneself twice).
- 5) Clean and disinfect surfaces when you arrive and before you leave a space.
- 6) Utilize the 1-Check UNMC App on a regular basis.

For office use only	
Request approved: <input type="checkbox"/>	Request denied: <input type="checkbox"/>
	Reason: _____
Signature: _____	Date: _____
Director of Health Security- UNMC	

Interim Policy: Face Covering

Effective: 08.17.2020
Last Revised: 08.17.2020

Responsible University Office:
Office of Health Security

Responsible University Administrator:
Interim Executive Director, Office of Health Security

Policy Contact:
Ted Cieslak MD MPH
ted.cieslak@unmc.edu

Scope

This policy applies to all University of Nebraska Medical Center (UNMC) faculty, staff, fellows, residents, students, and visitors (including contractors, service providers, and others) while on property owned or controlled by UNMC.

Policy Statement

Beginning August 17, 2020, all UNMC faculty, staff, students, and visitors (including contractors, service providers, and others) will be required to use a facial covering at all times when indoors (including elevators) on a UNMC campus, with the following exceptions:

- When eating (social distancing practices must be observed).
- When alone in a room with a closed door
- When in a motor vehicle alone or only with members of your household.
- When an alternative is necessary as indicated by a medical professional during patient care.*
- When in one's assigned place of residence or UNMC housing unit.
- When the task requires the use of a NIOSH-approved respirator.
- When pertaining to children under the age of 2 years.

In all other indoor settings on campus (including private spaces and cubicles without closed doors), facial coverings must be used, even in situations where others remain more than 6 feet away.

*See section on REQUESTING ALTERNATIVES below

Unless subject to specific exemption, facial coverings are also required in outdoor settings on the UNMC campus, including situations wherein individuals are simply transiting open spaces. While brief outdoor 'mask breaks' are permitted, such breaks are prohibited in heavily trafficked areas such as in crosswalks and near the entrances and exits of buildings. This policy shall remain in effect until further guidance is provided from the Office of the Chancellor.

Reason for Policy

The Centers for Disease Control and Prevention (CDC) has acknowledged that use of facial coverings can help to slow the spread of COVID-19 in our communities. Cloth face coverings may help prevent people who have COVID-19 from spreading the virus to others. Wearing a cloth face covering will help protect people around you. Face coverings are most likely to reduce the spread of COVID-19 when they are widely used. The spread of COVID-19 can be reduced when cloth face coverings are used along with other [preventive measures](#), including [social distancing](#), frequent handwashing, and cleaning and disinfecting frequently touched surfaces.

A facial covering can reduce the trajectory of expelled respiratory droplets, which pose risk to those around you. When you wear a face covering, you demonstrate care about the health and safety of those in our campus community.

WHAT CONSTITUTES A FACE COVERING:

There are no universal design standards for facial coverings. However, the covering must extend from the bridge of the nose to below the chin.

- Reusable cloth facial coverings are acceptable, as are disposable paper masks.
- A face shield is an acceptable alternative for those lecturing at the head of a classroom or auditorium, so long as they never come within 6 feet of others. Face shields are not acceptable in other situations except as an accommodation granted to those unable to wear cloth face coverings by either the Department of Human Resources or the Office of Services for Students with Disabilities.
- Neck 'gaiters' and bandanas are not acceptable substitutes for cloth masks and should not be used.
- Masks and respirators with exhalations valve are not to be used.

***REQUESTING ALTERNATIVES:**

Individuals whose unique and individual circumstances require an alternative face covering, as indicated by a medical professional during patient care, may request one. To request an alternative, students should contact the [Office of Services for Students with Disabilities](https://www.unmc.edu/stucouns/services/disabilities/index.html) (<https://www.unmc.edu/stucouns/services/disabilities/index.html>). Staff and faculty should contact UNMC Department of [Human Resources](https://www.unmc.edu/human-resources) (<https://www.unmc.edu/human-resources>).

WEARING AND CARING FOR ONE'S FACIAL COVERING:

Each individual is responsible for the care of their own facial covering. Disposable facial coverings are to be discarded as ordinary refuse when they become soiled or damaged. Reusable cloth facial coverings should be washed regularly. Reusable face shields should be cleaned thoroughly with sanitizing wipes after each day's use. Cloth facial coverings or face shields that are in poor condition should not be used; these may also be discarded as ordinary refuse

ADDITIONAL PROTECTIVE MEASURES:

This policy on facial coverings complements other important community and self-protection measures which are to be consistently practiced by all faculty, staff, students, and visitors. These measures include:

- Stay home if you are sick.
- Before coming to the UNMC campus, self-monitor for any potential COVID-19 symptoms using evidence-based screening, such as the [1-Check UNMC mobile app](#) (on Android and iOS devices), or the web-based tool (available at: <https://1check.app/welcome>). Those without web access may connect to the screening app via kiosks located in Wittson Hall and the Sorrell Center.
- Wash hands frequently throughout the day and should specifically do so after contacting high-risk surfaces such as sinks, toilet handles, doorknob and the like.
- Refraining from touching the face, eyes, nose, and mouth.
- Practicing social distancing, by maintaining 6 feet of distance from others.
- Assisting in environmental cleaning by promptly washing surfaces that might have been contaminated by bodily fluids (e.g., one should disinfect their desk if they happen to sneeze on it). If the ability of the individual to accomplish such cleaning is limited, contact environmental services personnel.

COMPLIANCE:

Compliance with this policy is for the protection of those with whom you will be in contact when on campus. Any employee, student or visitor who fails to abide by these guidelines may be asked or directed to leave the campus space. Employees and students who are directed to leave a campus space for failure to comply with these guidelines may be taken off duty and/or subject to disciplinary action. For non-emergency COVID-19 concerns, including compliance with the face covering policy, please report your concerns to your supervisor or to the Office of Health Security.

History

Interim Policy 08.17.2020

Procurement FAQs

- 1. Will I have to utilize my departmental budget for face masks and other items associated with the COVID-19 response and transition?**
 - a. Items that are normally supplied by the department, must continue to be paid for by the department.
 - b. Items that are determined to be a direct result of COVID-19 will be paid for centrally based on available funds.

- 2. What if my office/department would like to order additional cleaning and disinfectant supplies associated with the COVID-19 response and transition, above and beyond what is being covered centrally?**
 - a. Normal cleaning schedules will be maintained, while heightened custodian cleaning schedules will be implemented for high touch public areas.
 - b. Additional cleaning and disinfectant supplies requested by departments can be made to EVS. If EVS cannot provide, then the supplies need to be paid for by the department.

- 3. Can I request N-95 face masks and/or face shields for myself and others in my office/department?**
 - a. The need for N-95 face masks and face shields will be determined by Environmental Health and Safety.
 - b. POC is Pat Wortmann: pwortmann@unmc.edu or 402-559-8671

- 4. How do I order Disposable Face Masks for my office or department?**
 - a. Order using this web form:
<https://unmcredcap.unmc.edu/redcap/surveys/?s=3DCYWN3TRY>
 - b. You can order every two weeks and the masks will be delivered to your mail stop.

- 5. Why can't I consistently order enough bottles of liquid hand sanitizer to meet the needs of my department?**
 - a. Hand sanitizer and disinfectant wipes remain in high demand and short supply.
 - b. Procurement has ordered hand sanitizer and disinfectant wipes for the campus. When the product becomes available it will be announced at the bi-weekly DART meeting.

- 6. What if my office/department would like to order additional face masks and/or other items associated with the COVID-19 response and transition above and beyond what is being covered centrally?**
 - a. Please contact the Procurement Help Desk at unmcprocurement@unmc.edu or 402-559-5400.

- 7. Where is the best place to find the most current information related to UNMC's guidance and policy on our COVID-19 response and transition?**
 - a. <https://www.unmc.edu/coronavirus/index.html>

- 8. If I have additional questions regarding COVID-19 response supplies, who should I contact?**
 - a. Robert Jennings, Director of Procurement and Materials Management:
robert.jennings@unmc.edu
 - b. Victoria Zajac, Manager, Procurement and Contract Management:
victoria.zajac@unmc.edu

Screening & Testing FAQs

What is the difference between screening and testing?

Screening is used to detect persons exhibiting symptoms that *might* be consistent with COVID-19 infection. Testing is used to confirm such infection. We screen individuals using a series of questions designed to determine exposure risk and to ascertain the presence of signs and symptoms. UNMC and UNO generally accomplish screening for COVID-19 disease via the 1-Check UNMC application. This app allows students, staff, and faculty to 'self-screen' in a matter of seconds. Some screening paradigms (although not the 1-Check UNMC app) may also involve a temperature check. If it is determined, through screening, that an individual is at risk of having COVID-19 disease, *then* a laboratory test may be ordered. We do not generally recommend testing of asymptomatic individuals (although such testing may sometimes be done for epidemiologic purposes).

How do we screen for COVID-19 disease?

We generally screen students, staff, and faculty at UNMC and UNO using the 1-Check UNMC application. This app allows individuals to 'self-screen' and is designed to benefit the user by providing guidance as to whether it is safe for that individual to enter the campus. Results of the screen are not transmitted, thereby maintaining confidentiality.

More information on the 1-Check UNMC app can be found [here](#).

More help and resources for the 1-Check UNMC app can be found [here](#).

Who should be screened for COVID-19 disease?

Everyone intending to enter the UNMC or UNO campus should be screened daily. The UNMC Recovery Implementation Plan outlines steps for returning to campus that include: staying home if you are or think you may be experiencing signs and symptoms of COVID, maintaining social distancing policies while on campus including covering your face with a cloth mask, using proper hand hygiene and cleaning and disinfecting surfaces you may come in contact with.

How do we test for COVID-19?

There are two general types of tests used in the assessment of persons potentially infected with the virus causing COVID-19. The first of these looks for evidence of the virus itself; finding such evidence indicates active infection. The second looks for antibodies in serum; the presence of such antibodies is indicative of an immune response and generally indicates a past infection (and, hopefully, consequent immunity to reinfection).

Active viral infection can be diagnosed via culture of the virus. This is a laborious process, however, and its availability is limited to a few specialized laboratories. Most often, testing involves the use of a nucleic acid amplification technique (NAAT) which looks for the presence of viral RNA, usually from a nasal swab.

Who should be tested for COVID-19 disease?

In general, persons exhibiting symptoms potentially consistent with COVID-19 disease should be tested. These persons may develop symptoms which lead them to suspect that they might have an infectious disease or they might be alerted to this possibility through use of the 1-Check UNMC app.

Such individuals should then seek medical advice. Such advice can be obtained through the [Student Health Clinic](#) (for students), the [Employee Health Office](#) (for faculty and staff), one's primary care provider, or the appropriate local health department:

- Douglas: 402.444.3400
- Sarpy/Cass: 402.537.6970
- Pottawattamie: 712.328.5777

Individuals seeking care for symptoms or a positive screen should call the appropriate clinic or provider for instructions and should not simply present to these facilities. They should also refrain from presenting to Emergency Rooms in the absence of a true emergency.

COVID-19 Resources:

University of Nebraska Medical Center COVID-19 Webpage <https://www.unmc.edu/coronavirus/>

Nebraska Medicine COVID-19 Webpage
<https://www.nebraskamed.com/COVID>

Nebraska Department of Health and Human Services COVID-19
<http://dhhs.ne.gov/Pages/Coronavirus.aspx>

Centers for Disease Control COVID-19 webpage
<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Shared Space Policy

Safe Return Campus Criteria

In order to maximize public health considerations and ensure UNMC is a safe place, the following criteria has been established for shared spaces including cafeterias, study areas and shared cubicles:

- On-site gatherings follow the most recent Directed Health Measures for the applicable county: <http://dhhs.ne.gov/Pages/COVID-19-Directed-Health-Measures.aspx>
- On site-gatherings including shared office space will be reviewed so as to ensure social distancing of 6ft separation among persons in all directions (approximately 35-40 sq. ft./person)
- In order to avoid overcrowding in common spaces, individuals are encouraged to use empty meeting rooms or classrooms as waiting areas rather than lingering in building hallways or study areas.

Overall Social Distancing Requirements

- All students, staff and faculty must wear masks that cover the mouth and nose at all times as directed in the UNMC Mask Policy.
- All common areas should have visual cues (i.e. tape to mark where not to sit) to aid with appropriate spacing.
- Individuals in shared office spaces or shared cubicles should wear masks at all times

Cleaning and Disinfecting Shared Space

- If suspected contamination occurs learners and faculty should disinfect their workspace and perform appropriate hand hygiene as outlined in the classroom and mask policies.

Visitor Guidance

UNMC faculty, staff and students hosting visitors from outside the university, should refer to the guidelines listed below to ensure the safety of all those on campus.

Visitors with recent international travel or suspected exposure:

If visitors are concerned they have been exposed to COVID-19 whether or not they are exhibiting symptoms, it is recommended that they self-isolate and practice social distancing for 14 days. Individuals who find themselves in these categories will not be allowed to visit campus or attend UNMC events.

If any visitors are showing [COVID-19 symptoms](#), please ask them to contact their health provider immediately for further evaluation. These persons should not visit campus or attend university events until cleared by their health provider.

If your college/division or unit is hosting visitors to campus, it is your responsibility to inform your guests of this guidance prior to their visit.

UNMC Standard International Visitor Policy – Non COVID Specific

Per UNMC Policy No.: 6083 any department sponsoring international visitors must register all international visitors through International Health and Medical Education (IHME). Registration forms should be completed as soon as the visitation has been identified. Forms for short-term visitors (anyone on campus for six or fewer calendar days) or long-term visitors (anyone here for seven or more calendar days) and the associated procedures are posted on the IHME website. Specific information on this policy can be found [here](#).

Nebraska Medicine Visitor Policy:

Since March 27 Nebraska Medicine has not permitted visitors in their hospitals or clinics. For update to date information and current Nebraska Medicine visitation policies click [here](#).

COVID Screening:

UNMC will utilize the 1-Check UNMC app for staff, faculty, student and visitor screening. More information on the 1-Check UNMC app and guidelines on its use can be found in the UNMC COVID Screening Guidelines.

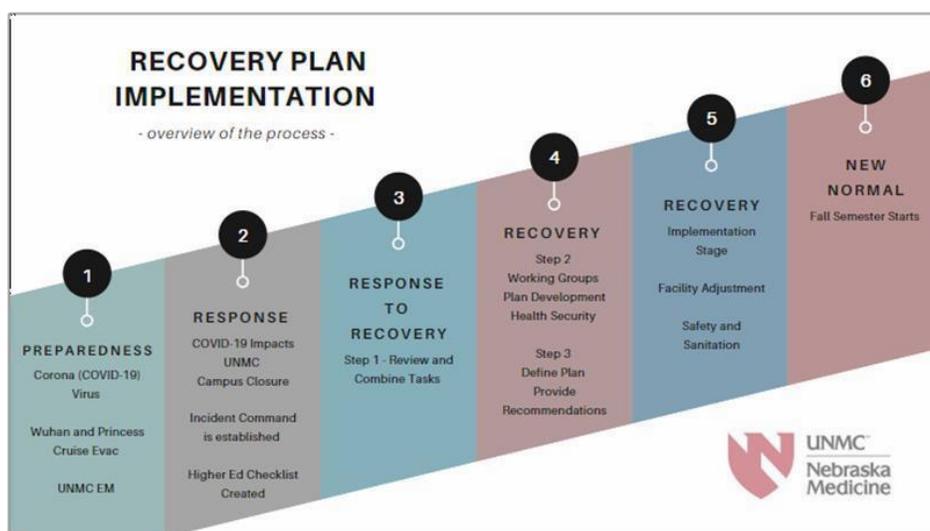
Appendix B

Recovery Plan Development and Working Groups

Recovery Efforts Strategy

Under the direction of the UNMC Office of Health Security a COVID-19 Recovery Team was established to help transition UNMC from a response phase to a recovery/re-open phase. Dr. Ted Cieslak will serve as the Executive Director and lead for this group. Included below and attached showcase the efforts of the recovery working groups as they defined the recovery plan, defined priorities and created recommendations for further action.

The overarching mission of the working groups were to determine current and projected resources needed to implement the [UNMC COVID Higher-Ed Checklist](#) for the fall semester. Over a period of three weeks, thirteen working groups virtually gathered to define and establish priorities of the 217 tasks and sub tasks. Over seventy-five staff, faculty and students further defined the process by systematically assigning tasks a hierarchy, identifying within those groups tasks that could be operationalized and developing templates or actions that would be implemented in the recovery plan.



A timeline of planning elements can be seen in the chart shown above.

Recovery Working Groups:

Based on the categories defined in the higher-ed checklist working groups were created to further define the implementation plan, policies and guidelines for return to campus. Each working group was led by a subject matter expert (SME) and a planner lead as shown below:

1. Engineering Facility Controls

- Lead/SME: Darren Dageforde
- Planner Lead: Keith Hansen

2. Administrative Campus Controls, Policy & Procedures (6 Subgroups)

Subgroup 2 Administrative Campus Controls

- Lead/SME: Mike McGlade/ Keith Hansen
- Planner Lead: Teri Hartman & Alyssa Spartz

Subgroup 2a (2iii Communication & Educational Programs) 2iv Guidance for Protection at Home & in the Community

- Lead: Karen Burbach / Bill O'Neill
- Planner Lead: Amy Lamar

Subgroup 2b (2v Environmental Safety and Cleaning Policy and Procedures)

- Lead/SME: Paula Nenneman/ Pat Wortman
- Planner Lead: Kelly Johnson & Anna Hansen

Subgroup 2c (2vii Campus Physical Distancing Policy and Practice/ 2ix Teaching and Learning Environment Policies and Practice)

- Lead: Sharon Medcalf/ Christine Arcari
- Planner Lead: Julie Zetterman

Subgroup 2d (2x Research Laboratory, Studio & Rehearsal Space Policies and Practice)

- Lead: Tess Kuenstling / Julie Sommer
- Planner Lead: Elayne Saejung & Anna Hansen

Subgroup 2e (2xi Business & Personal Travel Policy and Practice)

- Lead: Brad Pfiefer / DJ Thayer
- Planner Lead: Barb Dodge

Subgroup 2f (2xii Medical and Behavioral Health Policy and Practice)

- Lead: Dr. Kati Cordts
- Planner Lead: Tonya Ngotel

3. Nasal Swab PCR and Serologic Antibody Testing, 2 vi Active Screening of Learners, Faculty, Staff and Guests

- Lead: John Hauser / Aileen Warren
- Planner Lead: Kaye Bridgeford

4. Personal Protective Equipment Policy and Procedures Combined with 2ii Universal Mask Use Policy and Procedures & 2viii Cohorting, Personnel Workflow and Movement Policy

- Lead: Beth Beam / Mimi McCann

- Planner Lead: John Nguyen

5. *Residence Halls and Campus Living Policy and Practice*

- Lead: Phil Covington / Ester Collins

- Planner Lead: Molly Pofahl and Rachel Lookadoo

6. *Large Group Campus & Community Gatherings Policy & 8-Co-Curricular Programs and Campus Activities*

- Lead: Candice Peteler / Brenda Ram / Kacie Gerard / Jessica Tschirren

- Planner Lead: Courtney Frost

- Others: Heidi Keeler

7. *Off Campus Experiential Learning Experiences*

- Lead: Beth Culross / Seth Figy

- Planner Lead: Barb Dodge

Working Group Recommendations:

Each working group created recommendations that were compiled into a solitary list based on need, financial impact and approval route. A complete list of recommendations has been provided to the Office of Health Security and will be reviewed by the pandemic recovery group.