

## THE CHICAGO SCHOOL OF PROFESSIONAL PSYCHOLOGY, CHICAGO CAMPUS

### COVID-19 CAMPUS OPERATIONS PLAN

Last Updated: 7/12/2021

#### Background

The Chicago School of Professional Psychology's (TCSPP) plan for operating on campus is rooted in safety for our faculty, staff, and students. It is aligned and consistent with local orders and ordinances of the City of Chicago, as well as the State of Illinois reopening guidelines. TCSPP's plan follows recommendations and guidelines from relevant federal, state, and local entities and [Centers for Disease Control and Prevention \(CDC\)](#).

This plan will be updated as guidelines evolve and new information becomes available, and as such, new versions of the plan will be posted on the [employee intranet](#) and [community site](#). To ensure you receive the most accurate and up to date information, please do not download or print a copy of this plan, but rather refer to the document online. You should periodically check to access the latest plan and guidelines.

You are expected to comply with all policies, protocols, and guidelines outlined in this document, as well as those posted throughout campus and in buildings. Failure to do so may result in being asked to leave campus or in corrective action.

**Campus Operations:** Campus operations will fully resume for the Fall 2021 semester with regular operating hours (unless otherwise noted by campus communications and signage). Already, TCSPP employees are phasing back to full-time, on-campus work across summer 2021. We expect all campus-based TCSPP employees are expected to return to campus in line with their manager-approved schedule by Monday, August 2, 2021 unless they have already been approved for full-time remote work by their manager and campus leaders. Hybrid work arrangements, flex work arrangements, occasional telework, etc. are approved by manager and department leaders (as necessary). All campus-based TCS employees are expected to return to campus this summer on the schedule established by their TCS supervisor.

**Entering and Exiting the Building:** To enter both the 325 N. Wells and Merchandise Mart buildings on the Chicago campus, employees and students will use their campus ID to "swipe" into the building. The "swipe" will record the individual's name, time of entry and department of employ or study. Visitors must sign-in when visiting campus. Everyone is required to comply with any restrictions required by the building in common areas, such as elevators or the lobby.

**Visitors to Campus:** Visitors must read and sign the current acknowledgement form and sign-in when visiting campus. Employees should meet visitors in the lobby at 325 North Wells and assist the visitor with signing the acknowledgement form. Employees will leave the signed form at the front desk lobby and the forms will be collected daily by the Facilities team.

**Capacity Limitations:** Capacity limitations are lifted across campus, unless otherwise indicated by specific campus signage. This includes classrooms, common spaces, restrooms, elevators and stairwells, pantries and kitchens, and all other indoor and outdoor campus spaces.

**Symptom Monitoring:** If you are sick or think you might be sick ([with COVID-19](#) or otherwise) stay home and avoid public spaces except to get medical care. If you are diagnosed with [COVID-19](#) and have recently been on campus, inform your Human Resources representative (employees), Student Support

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Team (students), or campus contact (visitor) as soon as possible. TCSPP will follow current federal, state, and local guidance with respect to contact tracing and cleaning requirements.

**Vaccination Status:** TCSPP strongly encourages all who are able to get the vaccine. COVID-19 vaccines are widely considered to be safe and effective, and they are available across the United States. We urge everyone aged 12 years and older to get vaccinated against COVID-19 as soon as possible (if they are able) to keep from getting and/or spreading COVID-19. TCSPP will not be mandating the COVID-19 vaccine for students, faculty, and staff who are returning to in-person, on-ground locations in fall 2021.

When required by law, TCSPP will ask employees to self-attest to their vaccination status. TCSPP will retain a record of who self-attests. TCSPP will not otherwise check or validate vaccine status for students, employees, or visitors. TCSPP expects all community members to abide by and make personal decisions consistent with federal, state, and local guidance.

**Face Coverings:** Face coverings are not required for fully vaccinated individuals. Individuals who are not fully vaccinated must wear a face covering. N95 masks are available to employees on campus upon request. Review [these CDC guidelines](#) on how to properly wear a face covering.

TCSPP respects the individual choices of all community members to wear a face covering at any time. Individuals may choose to wear a face covering in indoor and outdoor settings for any reason (e.g., if they are vaccinated but feeling unwell, if they are not yet vaccinated, if they are not able to be fully vaccinated, or if they are otherwise unwell or uncomfortable). TCSPP expects all individuals to respect the choices of others.

**Social Distancing:** Social distancing is not required for fully vaccinated individuals. Unvaccinated persons should [socially distance](#) in indoor and outdoor settings. TCSPP respects the individual choices of all community members to socially distance at any time. Individuals may choose to socially distance in indoor and outdoor settings for any reason (e.g., if they choose to wear a mask, if they are vaccinated but feeling unwell, if they are not yet vaccinated, if they are not able to be fully vaccinated, or if they are otherwise unwell or uncomfortable). TCSPP expects all individuals to respect the choices of others.

Students who are not vaccinated and thus require a socially distanced spot should contact their Student Support Team. Similarly, unvaccinated faculty and staff should contact their Campus Dean.

**Special Equipment:** Hand sanitizer will be available on campus. N95 masks are available to employees on campus upon request. Access to respirators will be available upon request to employees who are not vaccinated. Respirators will also be available for voluntary use if there is a major outbreak on campus. Additional PPE will not be provided on campus.

#### Additional Trainings and Resources

- [CDC COVID-19 Resource Center](#)
- [City of Chicago Reopening Guidelines](#)
- [City of Chicago COVID19 Presentations and Publications](#)
- [State of Illinois COVID19 Resources](#)