

## THE CHICAGO SCHOOL OF PROFESSIONAL PSYCHOLOGY, WASHINGTON, DC CAMPUS

### COVID-19 CAMPUS OPERATIONS PLAN

Last Updated: 9/7/21

#### 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 Washington, DC reopening guidelines as well as all guidelines from the 901 and 1015 buildings. TCSPP's plan follows recommendations and guidelines from relevant federal, state, and local entities and [Centers for Disease Control and Prevention \(CDC\)](#).

You can always access the current version of this plan on the [community site in the COVID-19 Resource Hub](#). This plan will be updated as guidelines evolve and new information becomes available. To ensure you receive the most accurate and up to date information, please do not download or print a copy of this plan. You should periodically check the plan for the latest 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 remains open for Fall 2021. As announced on August 23, 2021, TCSPP will continue with hybrid, virtual, and/or flexible arrangements for in-person instruction and operations through November 1, 2021. Given the rapidly changing nature of the pandemic, our University-wide Return to Campus Committee will continue to monitor and respond to changing conditions across our campus locations. Additional updates on a return to full in-person instruction and operations will be communicated in mid-October.

**Entering and Exiting the Building:** To enter North or South Campus of the DC Campus, employees and students will use their campus ID or FOB to "swipe" into the building. The "swipe" will record the individual's name and time of entry. Outside visitors are expected to sign-in at the Front Desk 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 are expected to read and sign the current acknowledgement form and sign-in when visiting campus. Visitors will be asked to stop at the front desk and sign the acknowledgement form and complete the sign in sheet. Faculty and staff who are expecting visitors may send the form to visitors in advance and submit the signed document to [DCFacilities@thechicagoschool.edu](mailto:DCFacilities@thechicagoschool.edu). Visitors will still need to sign in.

**Signs/Symptoms, Exposure, and Managing Positive COVID-19 Cases:** If you are experiencing a medical emergency, call 911.

- 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 on campus and begin to experience signs or symptoms of COVID-19 but are not in a medical emergency, leave the TCSPP campus or TCSPP-sponsored event immediately and minimize contact with other individuals.
- If you are diagnosed with COVID-19 and have recently been on a TCSPP campus or at a TCSPP-sponsored event, you are required to report this information as soon as possible through the [COVID-19 Positive Case Reporting Form](#), posted on the Community Site. You must follow the

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student-specific and employee-specific procedures for returning to campus, which are outlined on the [community site in the COVID-19 Resource Hub](#).

**Vaccination Requirement:** All employees and students, with limited exemptions, will be required to be fully vaccinated for COVID-19 by November 1, 2021. Access the full COVID-19 Vaccination Requirement policy and FAQ, as well as all COVID-19-related information and materials, on the [community site in the COVID-19 Resource Hub](#).

**Face Coverings:** In accordance with the mandate from the D.C. Mayor's office, as of July 31, 2021, masks are required when on campus in any public or shared space regardless of vaccination status. Masks may be removed when alone in a close office. N95 masks are available to employees on campus upon request, requests can be made to DC Facilities via e-mail or in person at the Front Desk. Review [these CDC guidelines](#) on how to properly wear a face covering.

**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.

**Social Distancing:** Face coverings are required for faculty, staff, and students when not alone in a private office. When face coverings are removed for eating or drinking, social distancing is recommended.

**Special Equipment:** Hand sanitizer will be available on campus. N95 masks are available to employees on campus upon request. Requests for masks or sanitizer refills should be directed to DC Facilities. 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](#)
- [DC Reopening Metrics Data](#)
- [DC Reopening Metrics Data Notes](#)
- [DC Health Guidelines for Employers](#)