

## COVID-19 Reopening Plan for Virginia Locations

*This plan has been reviewed by the State Council of Higher Education and has been found to be compliant in containing the required components of the 'Higher Education Reopening Guidance'*

Date	Version	Who made the changes?	What Changes?
7/6/2020	1.0	Reopening Team	Initial version
7/20/2020	2.0	Reopening Team	Additional details added throughout

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## I. **Purpose**

As DeVry University evaluates the safe reopening of our 47 locations, one value remains the same. Our CARE for our students, colleagues and the communities that we serve are our top priority. The development of this re-opening plan was sponsored by our University Executive Committee, and crafted by a cross functional team of colleagues and other stakeholders all working toward one goal, to re-open our physical locations safely while ensuring that we follow the guidelines of our federal, state and local experts.

This plan starts with the assumption that DeVry's reopening will require a staged approach which we will refer to herein as "Phases". While our campuses are currently closed, our reopening plan will start in Phase 0. In phase 0, we have limited our campus staff to only essential colleagues working from our Home Office location in Naperville, Illinois. In this phase, all other colleagues are required to work from home, with any request to access our locations reviewed on an exception basis and in compliance with strict health and wellness guidelines required. Reopening our campuses will commence with Phase 1.

This plan includes the following:

- Philosophy and Guiding Principals
- Decision tree
- Onsite safety requirements and protocols

This plan is a working document that will be revised as appropriate.

## II. **Definitions**

**Phases:** Each phase described below defines who is allowed onsite, criteria required to be met for identified individuals to go onsite, and identifies processes that will return to onsite. The phase will determine the nature of the campus activity in the event of an outbreak.

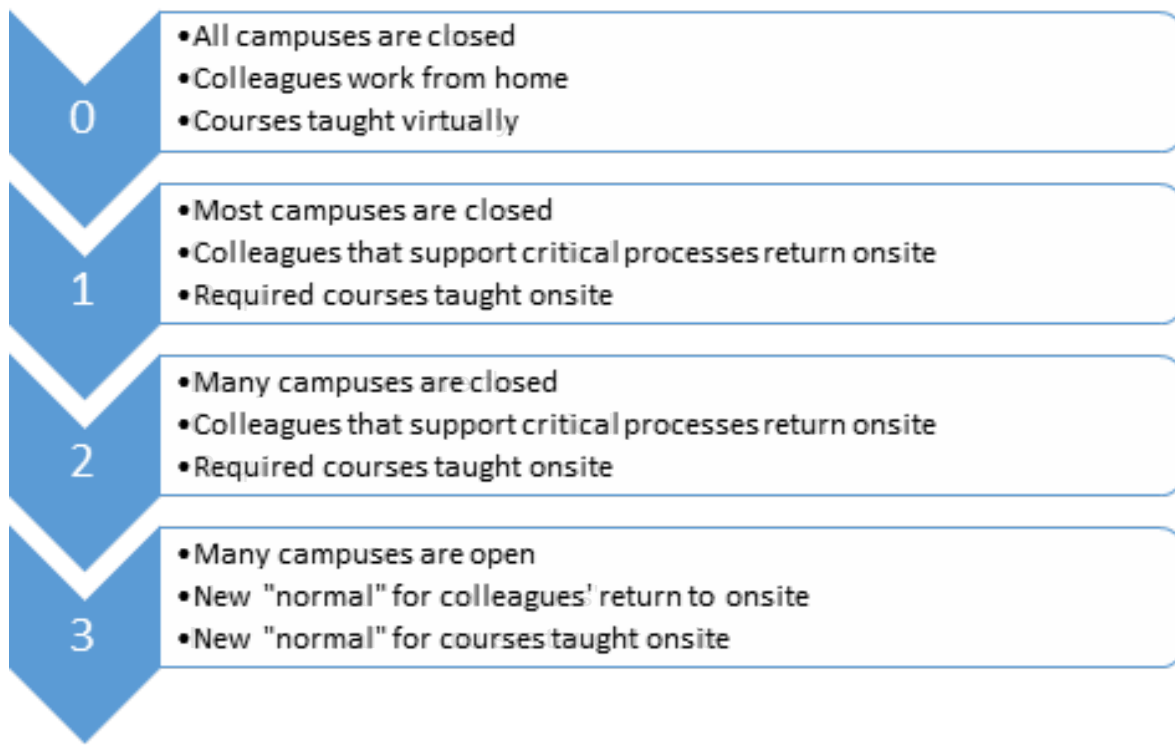
**SIREN System:** The University's emergency notification system. Students, faculty, and staff are encouraged to keep contact information updated in SIREN through the student portal at <https://learn.devry.edu/> for students and the DeVry University Staff Portal at <https://dvu.okta.com/> for faculty and staff.

## III. **Establishment of a COVID-19 Coordinator or Campus Team**

DeVry University has established a re-opening task force to ensure a coordinated effort to resume on-site operations after the temporary closures and shift to online instruction due to the COVID-19 pandemic. All functional areas are included in the re-opening task force. At the national level, Scarlett Howery, Vice President of Operations, is leading the re-opening effort.

**Campus Coordinator:** For DeVry's Virginia locations, Steven Dhondt is the campus coordinator.

#### IV. Phases



DeVry is currently in Phase 0.

Locations may advance phases or move backwards depending on the status of the COVID-19 virus in a given area as well as the guidance from the CDC and public health officials.

DeVry will evaluate “showstopper” criteria, which includes government restrictions and clinical data in determining whether to close a campus or modify this reopening plan.

#### V. Local Health Department Contact Information

##### **Arlington Public Health Division**

2100 Washington Blvd.

Arlington, VA 22204

Telephone: (703) 228-1200

COVID-19 Hotline: (703) 228-7999

Website: <https://health.arlingtonva.us/public-health/>

The Arlington Public Health Division COVID-19 Hotline's hours of operations are: Mon.-Fri., 7 a.m.-7 p.m.; Sat. 9 a.m.-5 p.m. (Closed Sundays and holidays)

For contact tracing, you may also contact the Communicable Disease Programs Department at (703) 288-5200; choose option 1 to be transferred to the appropriate team member.

Testing Centers can be found <https://www.vdh.virginia.gov/coronavirus/covid-19-testing/covid-19-testing-sites/>

**Virginia Hospital Center** 1429 N Quincy St. Arlington VA 22207

**Inova Urgent Care Center – North Arlington** 4600 Lee Highway Arlington VA 22207

### **Chesapeake Health District**

Main Office

748 North Battlefield Blvd

Chesapeake, VA 23320

Telephone: (757) 382-8600

<https://www.vdh.virginia.gov/chesapeake/>

As of July 2, 2020, the Chesapeake Health District building will be open Tuesday, Wednesday and Thursday ONLY. Most services will continue to be offered [online](#) and via phone Monday through Friday from 8:15 a.m. to 5:00 p.m. (757) 382-8631.

Testing Centers – <https://www.vdh.virginia.gov/coronavirus/covid-19-testing/covid-19-testing-sites/>

**CVS Pharmacy Testing Site – Military Highway** 2981 Military Highway S Chesapeake VA 23323

**Rite Aid – Chesapeake** 2040 Atlantic Avenue Chesapeake VA 23324

For contact tracing, you may contact Lisa Engle, Epidemiologist, at (757) 382-8642.

## **VI. Healthy Campus Environment Upon Campus Reopening (Phases 1, 2 and 3)**

DeVry University cannot guarantee immunity from sickness. DeVry will do our best to provide a healthy environment and adhere to the guidance of health officials and the Commonwealth of Virginia.

DeVry University does not have campus housing facilities. Therefore, these plans do not address elements pertaining to university housing, such as moving into dormitories, room assignments, etc.

**A. Daily Health Monitoring:** All individuals entering a DVU facility must complete a location entry screening form once per day upon initial arrival to the facility. The completed form will be reviewed by the campus coordinator, who will either approve or deny entry in the facility based upon the responses indicated on the form. The check-in process will also assist with contact tracing in the event that someone becomes ill with COVID-19.

### **B. Personal Protective Equipment (PPE)**

- 1. Face coverings:** All individuals entering and/or occupying a DeVry space are required to wear a face covering that covers the nose and mouth at all times, except when alone in a private office with the door closed. Individuals refusing to wear a face covering will be denied entry. Any employees or students who need a reasonable accommodation should contact the campus coordinator or [accommodations@devry.edu](mailto:accommodations@devry.edu).

## C. Handwashing and Hygiene

### 2. **Hygiene:** Good hygiene practices will be documented with signs throughout the location.

- a. **Hand Cleaning:** Touchless hand sanitizer stations will be made available throughout the facilities. Soap and running water are available at all sinks within the DeVry space. All persons in DeVry space should wash hands often with soap and water for at least 20 seconds, especially after having been in a public place, or after blowing your nose, coughing or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. To use the hand sanitizer, cover all surfaces of your hands with the solution and rub them together until they feel dry.
- b. **Disinfectant wipes:** Disinfectant surface wipes will be available throughout the DeVry space and should be used to wipe down surfaces during the day. Students and employees should minimize shared objects and touching shared surfaces as much as possible (dedicated student supplies, lab equipment, computers, etc.) and wipe them down with a disinfecting wipe before and after use.

D. **Cleaning:** Enhanced cleaning services will be implemented at a minimum once per day. Frequently touched surfaces will be cleaned more frequently. To facilitate cleaning, all items must be removed from desk/table surfaces except required equipment and information to help with cleaning. Disinfectant wipes may be used to clean surfaces in between the enhanced cleaning process.

E. **Social Distancing:** All individuals entering DeVry space are asked to maintain an appropriate social distance of at least 6 feet from others. Social distance-supporting signs and markings will be present as reminders.

1. **Reception:** Movable sneeze guards will be present on reception desks.

2. **Classrooms:** Classrooms will be configured and marked to identify 6 foot separation, including tables/desks, chairs, and the professor teaching area. Class size will be limited to 10 students per course as long as it allows for 6 feet of separation from others. DeVry will evaluate other strategies to facilitate social distancing, such as staggering class schedules.

3. **Private offices:** Doors to private offices and interview rooms must remain closed when occupied. Only one person may be inside at a time.

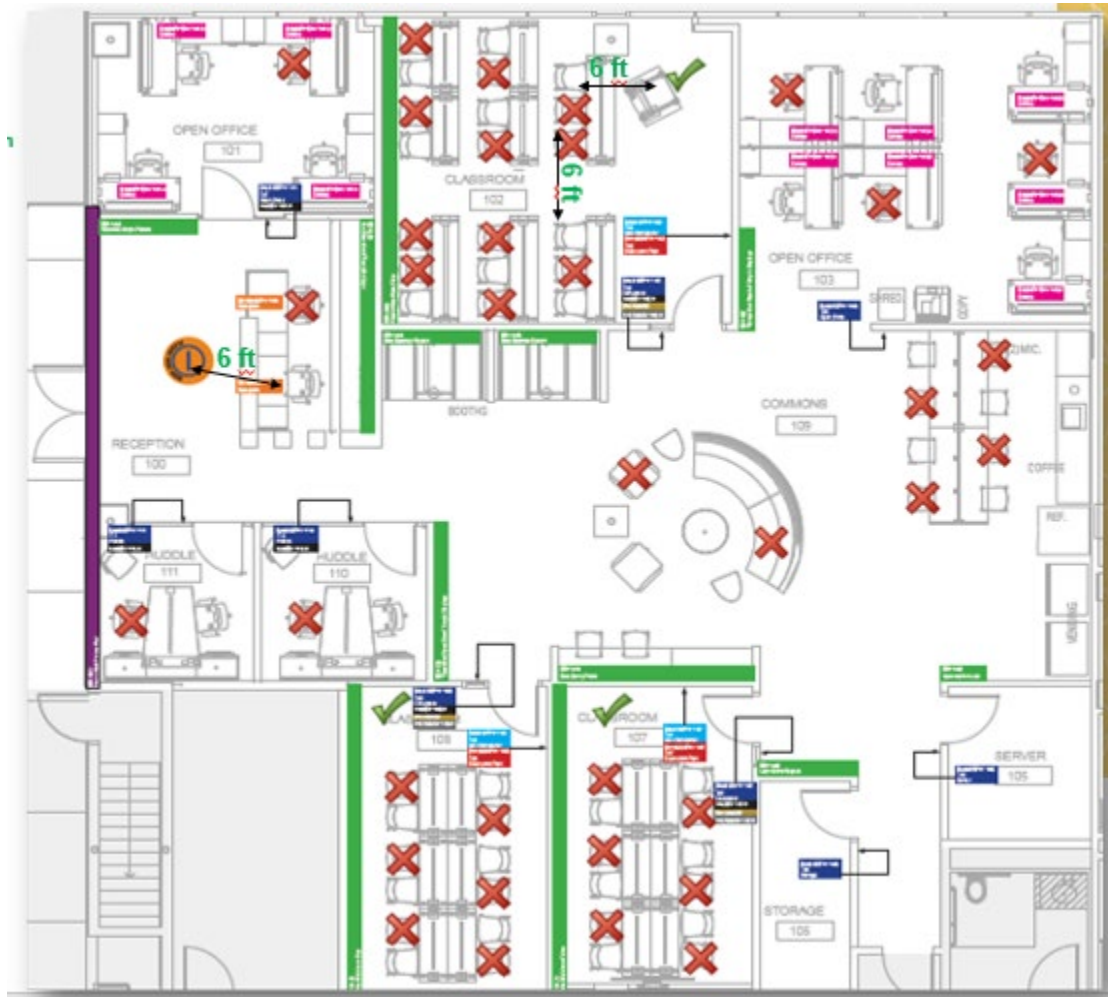
4. **Work stations:** Work stations will be reconfigured to be at least 6 feet apart. Every other desk within a row on same side of center divider may be occupied simultaneously so long as it affords a minimum of 6 feet of distance.

5. **Common-use spaces:** Individuals are asked to adhere to the signage and markings within the common-use spaces in order to maintain an appropriate social distance. In instances where space is limited, only one individual may utilize the space at a time. For example, a copy room may not be sufficient in size to permit more than one person to utilize the space while maintaining an appropriate social distance from others. Furniture may be reconfigured or marked off within the spaces to ensure appropriate distance is maintained.

The floor plan that follows is an example of how DeVry facilities may be modified to ensure appropriate social distancing.

Key:

- Red X = No seating
- Green checkmark = Teaching area
- Orange floor sign = Directional



6. **Travel within the DeVry space:** Common space, including hallways and rooms, will be configured and marked to identify 6 foot separation. All persons in DVU space will maintain 6 feet of separation at all areas within DVU space and when traveling through a location.
7. **Contact avoidance:** Do not shake hands, high five, etc. and avoid physical contact with other people. Do not touch another's belongings or hand items to someone (i.e. paper, etc.). Minimize sharing of objects, such as supplies, equipment, computers, etc., to the extent possible.



**8. Food Service:** Not applicable. DeVry's locations in Virginia do not offer onsite food service.

**9. Visitors:** DeVry will not allow personal visitors to the site. All visitors must check in at reception and follow the health screening process before entering campus.

**F. Large Events, such as graduation ceremonies or speakers:** Large events, such as graduation ceremonies, will be modified to ensure the health and safety of the community. At this time, such events, if scheduled, will be held virtually.

**VII. What to do if a Colleague or Student is sick or was exposed to someone who is sick**

- A. COVID-19 Case Tracking:** The campus coordinator will track all student and colleague cases. Anyone with confirmed or suspected COVID-19, COVID-19 symptoms, close contact with someone with COVID-19, or any other concerns about possible COVID-19 who has been on campus or otherwise had close contact with DeVry students or employees should consult with their health care provider and also promptly contact the Campus Coordinator so that DeVry can evaluate the need for additional disinfecting and cleaning, contact tracking, and other appropriate steps to keep the campus healthy and safe.
- B. COVID-19 Contact Tracing:** Upon notification of a confirmed or suspected COVID-19 case, contact tracing will be performed in coordination with the Virginia Department of Health.
- C. Inform Colleagues and Students of Potential Exposure:** Colleagues, students and third parties who have been in DeVry space will be informed if DeVry becomes aware of their possible exposure to COVID-19 while in the DeVry facility. Confidentiality will be maintained as required by the Americans with Disabilities Act (ADA).
- D. Referral to Local Health Department and Testing:** DeVry will report cases and outbreaks to the local public health department and cooperate with the public health department and follow their guidance on appropriate steps. In accordance with CDC guidelines, DeVry may refer individuals with COVID-19 signs or symptoms to the local health department or their healthcare provider who will determine if testing is advised. In addition, DeVry may refer individuals who may have been exposed to someone who is sick to the local health department or their healthcare provider to determine if testing is appropriate.
- E. Quarantine:** All DeVry Colleagues and Students who have had close contact with someone with suspected or confirmed COVID-19 must quarantine for 14 days. DeVry will work with state and local public health officials to determine the required length of time needed for isolation or quarantine and will monitor the health of anyone with suspected or confirmed COVID-19.
- F. Specialized Cleaning Protocol:** Specialized cleaning protocols must be followed in accordance with guidance from the CDC and public health officials if someone with suspected or confirmed COVID-19 has been present in the DeVry space.



1. If it has been less than 7 days since the sick or exposed employee has been in the facility, close off any areas used for prolonged periods of time by the sick/exposed person:
  - a. Wait 24 hours before cleaning and disinfecting to minimize potential exposure for other employees
  - b. If possible, open doors and windows to increase air circulation in these areas.
2. If >7 days since the sick or exposed employee has been in the facility, additional cleaning and disinfection is not necessary. DeVry will evaluate the need for additional steps based on the circumstances and applicable public health guidance.

G. **Additional Steps:** DeVry will work with state and local public health department to determine what other steps may be appropriate. In certain circumstances, that may include temporarily closing all or part of the site.

### **VIII. Consideration of Vulnerable Individuals**

- A. The CDC has identified certain individuals who may be at increased risk of severe illness due to COVID-19 based on their age or certain underlying health conditions. For more information, see the Centers for Disease Control (CDC) website at: <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-increased-risk.html>
- B. DeVry will adhere to guidance from the CDC with respect to vulnerable individuals. In addition, DeVry will follow the guidelines noted under “Healthy Campus Environment” above.
- C. Employees who have questions or concerns or need reasonable accommodations because they may be at increased risk for severe illness should consult with their health care provider and contact Human Resources at DeVry. For example, you may be able to continue remote work, adjust your hours, take additional safety measures, or work an alternate shift.
- D. Students who have questions or concerns or need reasonable accommodations because they are at increased risk should consult with their health care provider and contact the Campus Coordinator at DeVry. For example, you may be permitted to participate in virtual learning opportunities, such as online courses, attending an onsite course via WebEx, etc.

### **IX. International Students**

- A. DeVry is limiting in-person student enrollment as well as monitoring SEVP guidance and travel entry requirements.
- B. DeVry is providing expanded class schedules for international students to ensure class size maximums are not exceeded.
- C. DeVry will follow federal, state, and local guidelines with respect to travel restrictions and quarantine requirements.

### **X. Education and Training Regarding COVID-19**

DeVry will contract with a third party vendor to provide training on various protocols related to maintaining a healthy campus environment, social distancing, and anti-stigma awareness. Training will be provided to students, faculty, and staff.

**XI. Partnership and communication/information sharing with local community, health systems and other stakeholders**

DeVry is communicating with various local community health systems, and other stakeholders.

Decisions regarding dismissals and shutdowns will be made in consultation with local and state public health officials.

**XII. Communication Plan**

In the event of a potential COVID-19 outbreak at a campus location, students, faculty, and staff will receive timely notification via the SIREN system, on campus flyers, email, and website announcements. Please make sure to keep contact information updated in SIREN through the student portal at <https://learn.devry.edu/> for students and the DeVry University Staff Portal at <https://dvu.okta.com/> for faculty and staff.

**XIII. Questions and Concerns**

Any students or employees who do not follow the protocol in this Reopening Plan may be subject to discipline up to and including termination of employment/enrollment.

Any questions or concerns regarding this Reopening Plan or health and safety regarding COVID-19 should contact the Campus Coordinator.

**Arlington Campus**

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**Chesapeake Campus**

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