University of the Incarnate Word Recovery/Continuity of Operations Phase Plan

**Goals:**

1. Create an operational plan that is an integral part of the overall federal, local and state response plan that follows CDC and WHO guidelines.
2. Stop, slow, or otherwise limit the spread of COVID-19 through containment measures.
3. Limit and/or minimize the health, social, educational, and economic disruption resulting from an outbreak.
4. Reduce illness (morbidity), death (mortality), and psychological impact.
5. Sustain the infrastructure and other essential functions and services of the University and of the community.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>UIW Response Based on Open America Up Again and CDC Guidelines</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pandemic Phase</strong></td>
<td></td>
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<tr>
<td>Counts of COVID-19 are doubling every 3 to 5 days.</td>
<td>• Mandatory face coverings</td>
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<tr>
<td></td>
<td>• Social distancing</td>
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<td>• Signage posted (social distancing, hand washing, disinfection)</td>
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<td></td>
<td>• Online Education</td>
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<tr>
<td></td>
<td>• Only essential workers allowed on campus</td>
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<td></td>
<td>• Residence Hall is semi-closed, only travel and hard-ship exceptions are permitted</td>
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<td></td>
<td>• Health Services is online only</td>
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<td></td>
<td>• Housekeeping will follow guidelines based on community spread.</td>
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<td></td>
<td>• UIW Police are deemed essential but will limit physical contact</td>
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<td></td>
<td>• Food services is limited to grab and go for remaining residence hall students</td>
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<tr>
<td></td>
<td>• No University related travel</td>
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<td>• NCAA placed athletic participation on hold</td>
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<td></td>
<td>• Health profession students that are participating in essential roles may continue clinical rotations</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Phase I Risk Mitigation</th>
<th>Triggers to Move to Phase I Gating Criteria is Met</th>
<th>UIW Response Based on Open America Up Again and CDC Guidelines</th>
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</table>

1
6/2/2020
Gating Criteria -
A downward trajectory of positive tests as percent of total tests within a 14-day period of time (flat or increasing volume of tests).

**AND**
Hospital preparedness

**AND**
A robust testing program is in place for at-risk healthcare workers, including emerging antibody testing

### Phase II

**Phase II Containment**

**Triggers for moving to Phase II**
Gating Criteria is met a second time

<table>
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<tr>
<th>UIW Response</th>
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<td>Based on <a href="#">Open America Up Again</a> and <a href="#">CDC Guidelines</a></td>
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<thead>
<tr>
<th>States and regions with no evidence of rebound and gating criteria is satisfied a second time.</th>
</tr>
</thead>
<tbody>
<tr>
<td>A sustained Downward trajectory of positive tests as a percent of total tests within a 14-day period of time (flat or increasing volume of tests).</td>
</tr>
</tbody>
</table>

**AND**
Hospital preparedness

- Online education
- Social distancing
- Vulnerable employees* continue to shelter in place
- Avoid groups of more than 10 people
- Minimize non-essential travel
- Encourage telework
- Return to work in phases, consider alternating shifts, days, hours
- Close all common areas
- Mandatory face coverings on campus
- Increased housekeeping
- Daily campus COVID-19 screening
- Promote hand hygiene, cough etiquette, and cleaning and disinfection on all campuses
- Prepare for Phase II
- Health Profession students that are participating in essential roles may continue clinical rotations
- Essential research may resume
- Wellness Center remains closed
- Residence Halls remain closed
- Health Services is providing Telehealth services

- Online education, but consider limited in person classes
- Health profession students resume clinical rotations per department calendar
- Health Services must have access to COVID-19 testing before bringing students on campus
- Social distancing
- Vulnerable employees* continue to shelter in place whenever possible and feasible with business operations
- Daily campus COVID-19 screening
- Promote hand hygiene, cough etiquette, and cleaning and disinfection on all UIW campuses
- Group gathering of up to 50 people with physical distancing in place
- Mandatory face coverings on campus
- Non-essential travel may resume with caution to states that may be a high-risk area.
- Special accommodations for vulnerable populations.
- Large venues may open but maintain groups of 50 or less with social distancing.
A robust testing program is in place for at-risk healthcare workers, including emerging antibody testing.

Total sustained decrease in cases for 28 days

- Athletics gym may reopen with strict physical distancing
- Some athletic sports may begin voluntary practice
- UIW Wellness Center may reopen with strict physical distancing
- Residence Halls may reopen with limited occupancy
- Dining Hall will open on Broadway campus with physical distancing plans, decreased occupancy, and elimination of self-serve meals
- All UIW Libraries have limited access to students with physical distancing procedures and increased cleaning and sanitation.

### Phase III

| Ongoing Physical Distancing | Trigger for Moving to Phase III
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Gating Criteria is met a third time</td>
<td>Based on Open America Up Again and CDC Guidelines</td>
</tr>
</tbody>
</table>

A sustained Downward trajectory of positive tests as a percent of total tests within a 14-day period of time (flat or increasing volume of tests).

**AND**

Hospital preparedness

**AND**

A robust testing program is in place for at-risk healthcare workers, including emerging antibody testing.

Total sustained decrease in cases for 42 days

- In-person classes may resume with flexibility to accommodate students who may become ill.
- Classrooms and congregate areas have been modified to accommodate physical distancing.
- All dining services on campus may fully return to operations with physical distancing procedures in place, decreased occupancy, and elimination of self-serve options.
- Promote hand hygiene, cough etiquette, and cleaning and disinfecting on all campuses.
- Mandatory face coverings on campus
- Increased hand hygiene stations on all campuses
- UIW Mass may resume with physical distancing procedures in place.
- UIW Wellness Center may resume regular operations.
- All employees may return to campus and resume regular business hours.
- All Libraries are open with physical distancing procedures and enhanced cleaning.
- Residence Halls may be occupied.
- Health Services is fully operational and has ample access to COVID-19 testing. Telehealth services will also continue.
- FMLA 12 weeks for vulnerable individuals
- ADA requirements for remote work
- Increased housekeeping services
- Prepare for COVID-19 vaccine campaign
- Daily campus COVID-19 screening might be required