



Bethel College COVID-19 Training for Students, Faculty and Staff

COVID-19 is mostly spread by respiratory droplets released when people talk, cough or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, personal prevention practices (such as handwashing and staying home when sick) and environmental prevention practices (such as cleaning and disinfection) are important principles covered in this document.

Behaviors that reduce spread

- Staying home or self-isolating when appropriate
 - With the decision to reopen offices in summer 2020 and provide in-person classes in fall 2020, we ask students, faculty and staff who have been sick with COVID-19 symptoms, tested positive for COVID-19, or have been potentially exposed to someone with COVID-19 (either through community-related exposure or international travel) to follow CDC guidance to self-isolate or stay home.
 - We ask students, faculty and staff who are sick or have recently had close contact with a person with COVID-19 to stay home or in their living quarters (e.g., dorm room).
 - Policies are in place for quarantined or sick individuals to stay at home without fear of reprisals.
 - Virtual learning and telework options, if feasible, are available for quarantined or sick individuals.
 - Students, faculty and staff should stay home when they have tested positive for or are showing symptoms of COVID-19.
 - Students, faculty and staff who have recently had close contact with a person with COVID-19 should also stay home and monitor their health.
- Hand hygiene and respiratory etiquette
 - Wash hands with soap and water for at least 20 seconds.
 - If soap and water are not readily available, use hand sanitizer that contains at least 60% alcohol.
 - Cover coughs and sneezes with a tissue or use the inside of your elbow. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds, or use hand sanitizer.
- Cloth face coverings
 - Cloth face coverings are required for all students, faculty and staff for both indoor and outdoor settings when 6' physical distancing cannot be achieved. Do not touch the face covering, and wash hands frequently.

- Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms.
- Adequate supplies
 - Adequate supplies — including soap, hand sanitizer containing at least 60% alcohol, paper towels, tissues, disinfectant wipes and cloth face coverings — will be made available.
- Cleaning and disinfection
 - Frequently touched surfaces (e.g., door handles, sink handles, drinking fountains, grab bars, hand railings, bathroom stalls, dining hall tables) on campus will be cleaned and disinfected regularly (at least daily or between use as much as possible). Use of shared objects (e.g., lab equipment, computer equipment, desks) should be limited when possible, or these items should be cleaned between uses.
 - If transport vehicles (e.g., buses) are used by Bethel employees, drivers should practice all safety actions and protocols as indicated for other staff (e.g., hand hygiene, cloth face coverings).
 - A schedule has been developed for increased, routine cleaning and disinfection.
 - We ask all students, faculty and staff to keep their personal items (e.g., cell phones, other electronics) and personal work and living spaces clean. Also, we ask all students, faculty and staff to use disinfectant wipes to wipe down shared desks, lab equipment and other shared objects and surfaces before use.
- Shared objects
 - Do not share items that are difficult to clean or disinfect.
 - Avoid sharing electronic devices, books, pens and other learning aids.
- Ventilation
 - Ventilation systems to increase circulation of outdoor air as much as possible (for example, opening windows and doors) will be used.
- Water systems
 - We encourage faculty, staff and students to bring their own water to minimize use and touching of water fountains.
- Modified layouts
 - Seating/desks will be at least 6' apart when feasible. For lecture halls, seats and rows will be taped off to ensure 6' distance between seats.
 - Smaller classes will be in larger rooms.
 - Some distance learning, in addition to in-person classes, will be offered to reduce the number of in-person attendees.

- Adequate distance between individuals engaged in experiential learning opportunities will be provided (e.g., labs, vocational skill building activities).
- Distance between students in travel vehicles (e.g., skipping rows) will be used when possible.
- Physical barriers and guides
 - Some physical barriers, such as sneeze guards and partitions, have been installed in areas where it is difficult for individuals to remain at least 6' apart (e.g., business office window).
 - Physical guides, such as tape on floors or sidewalks and signs on walls, will be used to ensure that individuals remain at least 6' apart in lines and at other times.
- Communal spaces
 - Shared spaces such as dining halls, game rooms, exercise rooms and lounges will be open; however, we encourage everyone to stay at least 6' apart, and to clean and disinfect between use.
- Food service
 - We will stagger meal times and move tables and chairs to encourage 6' physical distancing measures.
 - Grab-and-go options for meals will be offered after a risk assessment.

What is COVID-19?

Novel coronavirus, or COVID-19, is a new virus that causes respiratory illness in people. It was first identified in an investigation into an outbreak in Wuhan, China, toward the end of 2019. The first United States case was announced Jan. 21, 2020. The first case in Kansas was identified in Johnson County on March 7. Harvey County confirmed its first COVID-19 case on March 26.

What makes COVID-19 different from other respiratory illnesses like the flu?

The challenge of COVID-19 is there is no verified treatment or vaccine at this time. Researchers across the world continue to strive to learn more about COVID-19. There are many types of human coronaviruses, but COVID-19 is novel because it had not previously been seen in humans. The name COVID-19 is an abbreviation of (co)rona(vi)rus (d)isease 20(19).

How does COVID-19 spread?

Health experts are still identifying details about COVID-19. Other coronaviruses spread from an infected person after they begin to show symptoms. Coronaviruses can spread through the air by coughing, sneezing or speech, or close contact such as touching or shaking hands. It is more likely to spread when in close contact with a person within a 6' range. COVID-19 may spread through individuals who do not show symptoms. There is no current evidence that COVID-19 transmission is associated with food or drinking water.

What are the symptoms of COVID-19?

Patients have reported a range of symptoms, from mild to severe. Symptoms typically appear 2-14 days after exposure. Symptoms include fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea.

In severe cases, infection can cause bronchitis, pneumonia, severe acute respiratory syndrome (SARS), kidney failure and even death. The illness seems to be more severe in older individuals and people with underlying health conditions. If you feel ill with COVID-19 symptoms, call your medical provider to discuss symptoms. The Centers for Disease Control and Prevention (CDC) also has a self-checker guide available.

How can I help protect myself and my family?

Everyday preventative steps can help reduce the spread of COVID-19.

- Frequently wash your hands with soap and water for at least 20 seconds.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Use hand sanitizer that contains at least 60% alcohol.
- Cough or sneeze into your elbow or a tissue.
- Clean and disinfect frequently touched surfaces.
- Avoid close contact with people who are sick.
- Stay home if you are sick.

What is social distancing?

Social distancing means purposely maintaining more physical space between yourself and another person. Social distancing recommendations are to be at least 6 feet away from another person, and to spend no more than 10 minutes within 6 feet of someone, if necessary. If social distancing cannot be maintained, it is strongly recommended to wear a face covering.

What is the testing criteria in Kansas?

The Kansas Department of Health and Environment's (KDHE) guidance for testing currently includes — among other, more direct criteria — having at least one of the following symptoms without an alternate, more likely diagnosis: fever, chills, rigors, myalgia, malaise, headache, sore throat, lower respiratory illness, new olfactory and taste disorders, or diarrhea.

Additionally, some providers are offering testing regardless of having symptoms. Check with your provider to find out if they offer this service.

Why would someone need to quarantine or isolate?

Isolation separates people with a contagious disease from the well population. A quarantine separates and restricts the movement of someone who was exposed to a contagious disease to see if they become sick. Both directives are meant to reduce the potential spread of COVID-19. Those in home quarantine should not attend school, work or any other setting where they cannot maintain a 6-foot distance from other people.

Are we allowed to travel? Can I travel internationally?

Nonessential travel is OK. However, traveling out of state may require a mandatory quarantine upon the individual's return to Kansas. The KDHE updates quarantine hot spots every two weeks.

Resources:

[CDC https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/index.html](https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/index.html)

[Harvey County Health Department](#)

<https://www.harveycounty.com/542-news/harvey-county-news/622-frequently-asked-questions-about-coronavirus-covid-19.html>

Training handouts:

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/2019-ncov-factsheet.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/about/share-facts-h.pdf>