



# University of Maryland, Baltimore (UMB) / University of Maryland Medical System (UMMS) Recommendations and Policies Regarding COVID-19

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## PRIMARY GOAL

Our primary goal is to protect its faculty, staff, students, patients, and visitors. This guidance, which reflects public health recommendations made by subject matter experts, is intended to be appropriate to our location and mission, and may change at any time.

## STEP APPROACH

These recommendations and policies have two Steps. **Step One** is effective immediately and less restrictive. **Step Two** is not yet in effect but will be more restrictive.

*Transition from Step One to Step Two:* The President of UMB or UMMS President, as appropriate, with input from subject matter experts and other UMB/UMMS leaders, will decide when to move from Step 1 to Step 2. Factors that will be considered include: evidence of COVID-19 community transmission, progression of COVID-19-related health impacts in Maryland or in surrounding communities, and guidance from government authorities.

## INITIAL GUIDANCE

Individuals who are sick should be encouraged to stay home to limit spread of germs. Individuals who present with symptoms compatible with COVID-19 (defined as fever, cough, or difficulty breathing) should practice social distancing, should seek guidance from a healthcare provider, and should not be at UMB/UMMS.

## SOCIAL DISTANCING

Social distancing should be encouraged in all situations. Per the CDC, social distancing means remaining out of congregate settings, avoiding mass gatherings, and maintaining distance (approximately 6 feet) from others when possible.

Social distancing and absence of symptoms are more important variables to consider than the number of people in a room.

## **TELEWORK ADVICE**

We will fully test its teleworking capability and plan for full implementation of episodic telework related to COVID-19 no later than March 23. The UMB President or UMMS President, as appropriate, will announce the definite date for UMB/UMMS to transition to telework. The evaluation of the need to implement telework will be continuous.

## **NEW TRAVEL RULES AND ADVICE**

### ***Travel in Step 1:***

- (1) We prohibit work-related travel to or through any country with a CDC travel advisory level related to COVID-19. We strongly advise against any international work-related travel regardless of the CDC advisory levels of countries involved in the travel.
- (2) We strongly advise against any personal travel to and through any country with a CDC travel advisory level related to COVID-19.
- (3) We prohibit work-related out-of-state travel, with the exception of travel that is within 75 miles from the traveler's normal workplace for important clinical or client matters. Granting of such exception requires the approval of the Provost.
- (4) We strongly discourage personal travel outside of Maryland.
- (5) Travel-related to a regular commute is not discouraged.

*We may require a 14 day self-quarantine for anyone who does travel against policy or advice. This issue remains under consideration by leadership.*

### ***Travel in Step 2:***

- (1) All work-related travel will be prohibited, with the exception of:
  - a. Travel to return home by an individual travelling at the outset of Step 2.
  - b. We prohibit work-related out-of-state travel, with the exception of travel that is within 75 miles from the traveler's normal workplace for important clinical or client matters. Granting of such exception requires the approval of the Provost.
- (2) We strongly discourage personal travel outside of Maryland.
- (3) Travel related to a regular commute is permitted.
- (4) Travel of a guest to attend a campus event is prohibited.

*We may require a 14 day self-quarantine for anyone who travels. Leadership will provide further guidance if Step 2 is reached.*

## **GATHERINGS**

We have defined several different types of gatherings: administrative meetings; classes/education; UMB/UMMS-hosted events for internal or external audiences; on-campus events hosted by a non-UMB/UMMS organization; off-campus events attended by UMB/UMMS personnel; patient care-related gatherings; recruitment/admissions; and laboratory research. See below for specific guidance for each category.

## **ADMINISTRATIVE MEETINGS**

### ***Meetings in Step 1:***

We recommend against holding any in-person administrative meeting (i.e. related to administrative operations) with visitors if social distancing cannot be achieved by those attending the meeting. If visitors are included, such meetings should be moved to virtual means or cancelled.

### ***Meetings in Step 2:***

In-person meetings will be prohibited, and all such meetings should be moved to virtual means or canceled. A Dean, Vice President or UMMS Executive can make an exception on a case-by-case basis for a meeting deemed essential to critical operations that must occur in-person.

## **CLASSES/EDUCATION**

### **Pre-Spring Break (before March 23):**

#### ***Step 1:***

- (1) Any class in which technology can be used to deliver instruction virtually should be transitioned to that method as soon as possible, with a goal of completing this change by March 23.
- (2) For any class that currently cannot be delivered virtually, we recommend using the next two weeks to find an acceptable alternative and test it. Until then, no one should be present in the classroom who presents with symptoms compatible with COVID-19 (defined as fever, cough, or difficulty breathing).

#### ***Step 2:***

All in-person didactic instruction is canceled and replaced with an alternative means of delivery.

Education formats such as clinical, lab, small simulation, field placements, internships, and other similar experiences may continue on a case-by-case basis with approval from the Dean. Please see the Clinical Rotations for Students guidelines that were provided on Monday, March 2 that still apply. Here is that link: <https://www.umaryland.edu/president/letters-to-the-umb-community/umb-clinical-guidance.php>

### **Post-Spring Break (March 23 and beyond):**

It is likely that all in-person didactic instruction will be canceled post-spring break. Therefore, each school should plan now to fully convert to teaching via virtual means no later than March 23.

Special consideration should be made for students who are near graduation so that they fulfill their requirements of graduation.

We will reevaluate this policy section every 14 days.

## **UMB/UMMS-HOSTED EVENTS FOR INTERNAL OR EXTERNAL AUDIENCES**

***Hosted Events Step 1:*** For UMB/UMMS-hosted events scheduled prior to March 23, it is advised but not required that any UMB/UMMS-hosted event that cannot achieve social distancing should be moved to electronic means or canceled. Schools and entities should plan ahead and decide how best to comply with this requirement for events already scheduled or that the school plans to schedule. Safety is the highest priority.

For events scheduled on or after March 23, it is advised that schools consider COVID-19 risks and advice from government health officials along with other factors that trigger a “go/no-go decision”.

We will reevaluate this policy concerning events every 14 days.

***Hosted Events Step 2:*** UMB/UMMS-hosted events will be canceled for 14 days following initiation of Step 2.

We will reevaluate this policy concerning events every 14 days.

## **ON-CAMPUS EVENTS HOSTED BY A NON-UMB/UMMS ORGANIZATION**

***Non-Hosted Events Step 1:*** Any event that includes external audiences that cannot achieve social distancing should be canceled.

***Non-Hosted Events Step 2:*** All on-campus events hosted by a non-UMB/UMMS organization are canceled for the next 30 days and until further notice.

## **OFF-CAMPUS EVENTS ATTENDED BY UMB/UMMS PERSONNEL**

***Off-Campus Events Step 1 and Step 2:*** We recommend that you follow the guidance provided above in the “UMB/UMMS-hosted events for internal or external audiences” section.

## **PATIENT CARE-RELATED GATHERINGS**

Please refer to UMMS or individual health care facility guidance regarding gatherings that involve managing patient care.



## **STUDENT RECRUITMENT/ADMISSIONS**

***Student Recruitment/Admissions Step 1:*** Student recruiting and admissions events may continue with appropriate social distancing. Any such events that can occur virtually should be done in that manner.

***Student Recruitment/Admissions Step 2:*** Student recruiting and admissions in-person events are prohibited until further notice.

## **LABORATORY RESEARCH**

***Laboratory Research Step 1 and Step 2:*** For students, post-doctoral fellows and faculty, implementation of the six foot social distancing rule in research laboratories is recommended.