

# University of the Pacific

## University Health and Safety Plan for COVID-19



May 6, 2022 through December 31, 2022

## Summary of Updates

Date	Section(s)	Description of Changes
May 6, 2022		Updated entire document to include California Department of Public Health and California Occupational Safety & Health Administration changes.

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## Introduction

This plan is based upon the mandates issued by the [State of California Department of Public Health](#) and the emergency temporary standards issued by [California Occupational Health and Safety Administration \(Cal OSHA\)](#). The Health Departments of San Joaquin San Francisco and Sacramento Counties have been included where appropriate.

The University has resumed all in person operations. The University continues to follow the guidance and orders issued by those above. We continue to monitor the situation and may update COVID-19 protocols as the situation warrants and/or required to do so by the State of California Department of Public Health, Cal OSHA or the health departments of San Joaquin, San Francisco or Sacramento Counties.

This health and safety plan is the overarching plan for University of the Pacific. However, there are some important campus-specific policies and protocols, specifically for the San Francisco campus, that should be carefully reviewed by all members of that campus. These plans are available [here](#).

Pacific has made COVID-19 vaccinations and one booster mandatory for students and employees. Students and employees must provide [proof of COVID-19 vaccination and/or booster](#) status or submit a declination form immediately.

Employees and students are encouraged to report any potential COVID safety concerns [here](#). We encourage all students and employees to participate in identifying and evaluating potential COVID-19 hazards at Pacific.

While the University can take the lead in identifying what is needed and expected for an effective Health and Safety Plan, safeguarding our health and those around us will require the collective efforts of everyone in our campus communities. Each element in these protocols and processes are important, and each individual has a role. The decisions and behaviors of each of us impact the health and safety of all of us. This document is intended to help each individual in the campus community do their part in ensuring the health and for all.

The University complies with Cal OSHA Emergency Temporary Standards, which state that we must ensure the following are completed:

1. Perform a comprehensive risk assessment and create a site-specific prevention plan.
2. Document the vaccination status of employees.
3. Train and communicate with students and employees about how COVID-19 is transmitted and the Health and Safety Plan.
4. Regularly evaluate plan compliance and document and correct deficiencies identified.
5. Investigate any COVID-19 illness and determine if any factors could have contributed to the risk of infection.
6. Inform the campus community of COVID-19 cases on campus in a non-identifiable way to preserve the confidentiality of the people involved.
7. Implement processes and protocols when a workplace/campus has an outbreak. Identify close contacts of an infected student or employee and take steps to prevent or reduce the transmission of COVID-19 on campus.

8. Ensure that vendors, independent contractors and others performing services on campus are knowledgeable about Pacific's prevention plan and adhere to them.

Close Contact means being within six feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the infectious period regardless of the use of face coverings, unless close contact is defined by regulation or order of California Department of Public Health (CDPH). If so, then CDPH definition shall apply.

Exception: Employees and students have not had a close contact if they wore a respirator required by Pacific, whenever they were within six feet of the COVID-19 case during the infectious period.

Infectious period means the following time period, unless otherwise defined by CDPH regulation or order, in which case the CDPH definitional shall apply:

- a) For COVID-19 cases who develop COVID-19 symptoms, from two days before they first develop symptoms until all of the following are true: it has been 10 days since symptoms first appeared; 24 hours have passed with no fever, without the use of fever reducing medications; and symptoms have improved.
- b) For COVID-19 cases who never develop COVID-19 symptoms, from two days before until 10 days after the specimen for their first positive test for COVID-19 was collected.

It is important to note that this plan may be modified depending upon the directives of our Public Health Departments or Cal OSHA.

Questions regarding Pacific's Health & Safety Plan should be directed to [COVID-19\\_information@PACIFIC.EDU](mailto:COVID-19_information@PACIFIC.EDU).

## 1. COVID-19 INFECTION MITIGATION

1.1 **Vaccination** Pacific requires all students and employees to be fully vaccinated and receive a booster dose when eligible. [Vaccination clinics](#) are available on all three of our campuses and at multiple locations throughout the community. Appointments can be made through [MyTURN](#) at <https://myturn.ca.gov/>.

All students are required to be fully vaccinated and receive a booster dose when eligible, or have submitted a [declination form](#). You are considered fully vaccinated two weeks after your second dose in a two-dose series, such as the Pfizer or Moderna vaccine, or two weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine. Student vaccination information must be uploaded to [Pacific's Health Portal](#). The CDC has made [booster dose eligibility schedules](#) available online.

All employees returning to campus are required to be fully vaccinated and receive a booster dose when eligible, or have submitted a [declination form](#). Employees must inform Pacific of their vaccine status by as soon as possible. You are considered fully vaccinated two weeks after your second dose in a two-dose series, such as the Pfizer or Moderna vaccine, or two weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine. The CDC has made [booster dose eligibility schedules](#) available online.

## 1.2 COVID-19 Training Program

The online training program for employees and students has been updated and is available online. The undergraduate/graduate student training module can be found at [Pacific+](#). The Stockton and Sacramento employee training module can be accessed on Bridge [here](#). For San Francisco students and employees, the training module can be found [here](#). Completion of this course is mandatory prior to returning and/or coming on to any of Pacific's campuses. This training includes:

- A general overview of COVID-19 how it spreads.
- University and campus-specific requirements to protect employees and students from COVID-19 hazards and how to participate in the identification and evaluation of such hazards.
- For employees only, information regarding COVID-19 related benefits for which an employee may be entitled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment. Conditions under which face coverings must be worn on campus.
- Right of employees and students to request a respirator for voluntary use and how to properly wear these.
- How to request a respirator (N95).
- The importance of hand washing.
- COVID-19 symptoms and the importance of not coming to campus and obtaining a COVID-19 test if you have symptoms.
- How to access COVID-19 testing and vaccination. Vaccinations are highly effective at reducing COVID-19 disease, protecting against both the transmission and serious illness or death.

## 1.3 Face Coverings and Respirators

The University recommends this, but does not require indoor masking in public settings.

The University does provide face coverings for all employees who choose to wear one. We will ensure that these are worn when required by orders from the California Department of Public Health. As of May 6, 2022, face coverings are required in emergency shelters, cooling and heating centers, healthcare settings, correctional facilities and detention centers, homeless shelters and long term care settings and adult and senior care facilities.

“Face covering” means a surgical mask, a medical procedure mask, a respirator worn voluntarily, or a tightly woven fabric or non-woven material of at least two layers that completely covers the nose and mouth and is secured to the head with ties, ear loops, or elastic bands that go behind the head. If gaiters are worn, they shall have two layers of fabric or be folded to make two layers. A face covering is a solid piece of material without slits, visible holes, or punctures, and must fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face. A face covering does not include a scarf, ski mask, balaclava, bandana, turtleneck, collar, or single layer of fabric.

This definition includes clear face coverings or cloth face coverings with a clear plastic panel that, despite the non-cloth material allowing light to pass through, otherwise meet this definition and which may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker's mouth or facial expressions to understand speech or sign language respectively.

Face coverings are available to employees and students via the mail rooms on the Stockton and Sacramento campuses.

For additional information on types of masks, the most effective masks, and ensuring a well-fitted mask, individuals should refer to CDPH [Get the Most out of Masking](#) and see [CDPH Masking Guidance Frequently Asked Questions](#) for more information.

**Note Face Coverings are required for all individuals while in healthcare settings.**

### ***Respirators***

A face covering is not a respirator. “Respirator” means a respiratory protection device approved by the National Institute for Occupational Safety and Health (NIOSH) to protect the wearer from particulate matter, such as an N95 filtering face piece respirator.

Pacific will provide respirators (N95) to employees or students who would like to utilize one for voluntary use. Employees will be required to sign the Cal OSHA voluntary use form. Both employees and students will be provided the following information:

1. How to properly wear the respirator provided.
2. How to perform a seal check according to the manufacturer’s instructions each time a respirator is worn, and the fact that facial hair interferes with a seal.

Respirators are also available to employees and students through the Stockton and Sacramento mail rooms.

### ***Caring for Face Coverings***

Cloth face coverings should be washed regularly. Always remove masks correctly and wash your hands after handling or touching a used mask.

- Include your mask with your regular laundry.
- Use regular laundry detergent and the warmest appropriate water setting for the cloth used to make a mask.
- Use the highest heat setting and leave in the dryer until completely dry.
- Use soap and warm water and air dry if you are not able to machine wash.

### ***When to Discard Cloth Face Coverings***

- No longer covers the nose and mouth.
- Have stretched out or damaged ties or straps.
- Cannot stay on the face.
- Have holes or tears in the fabric.

### ***Caring for Respirators***

Respirators are daily use and should be disposed of after each day of use.

## **1.4 Healthcare Personal Protective Equipment (PPE)**

The description below refers primarily to face covering practices for individuals whose specific work tasks include clinical or hazardous duties, for which the University will follow Cal OSHA’s PPE requirements, including Cal OSHA’s Aerosol Transmissible Disease Standard ([LINK](#)). When using either

face coverings or PPE, do not use ones with a breathing valve as these allow unfiltered breath, and possibly respiratory secretions, to exit the mask and do not protect the people around the mask wearer.

The University will provide appropriate medical grade PPE (including face shields as needed, gowns, masks and gloves) for all medical, safety, clinical and housing personnel on all three campuses as necessary to safely carry out their duties.

## **1.5 Healthy Hygiene Practices**

### ***Hand Washing***

Students and employees should frequently wash their hands for 20 seconds with soap and water. Using “antimicrobial” soap is not necessary or recommended. When hand washing is not practical, students and employees should use alcohol-based hand rubs. Hand-sanitizing stations have been placed throughout all campus buildings.

### ***Hand Sanitizer***

When students and employees do not have immediate access to a sink or hand washing facility, hand sanitizer should be used. Hand sanitizer does not work if your hands are soiled.

### ***Respiratory Hygiene/Cough Etiquette***

Students and employees should practice respiratory hygiene and cough etiquette measures to limit the transmission of respiratory pathogen spread by droplet and airborne route with the following recommendations:

- Cover coughs and sneezes with a tissue or use the inside of the elbow.
- Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
- If soap and water are not readily available, hand sanitizer containing at least 60% ethyl alcohol, or 70% isopropyl alcohol is recommended.

### ***Ventilation***

In Stockton and Sacramento, our ventilation system filters have been replaced with the highest filtration that is compatible with the existing ventilation system. In addition, we have maximized the quantity of outside air provided to the extent feasible, except when the US Environmental Protection Agency Air Quality Index is greater than 100 for any pollutant or if opening windows or maximizing outdoor air by other means would cause a hazard to employees, for instance from excessive heat or cold.

## **1.6 Mandatory Daily Self-Screening**

Students and employees are required to perform daily self-screening before coming to campus to assess their risk of being COVID-19 positive or being exposed to another person who is COVID-19 positive prior to coming to campus or interacting with others on campus. The screening is not intended to diagnose COVID-19, but to identify possible symptoms of the virus and to raise awareness of wellness. If you believe you have COVID-19 symptoms, stay home and seek medical guidance.



## 2. COVID-19 Case Management

### 2.1 Communication

Questions can be sent to [COVID-19\\_information@PACIFIC.EDU](mailto:COVID-19_information@PACIFIC.EDU).

#### ***Campus Communication of Confirmed Cases***

Appropriate members of the campus community will be notified immediately of any positive case of COVID-19 while maintaining confidentiality as required by state and federal laws, including FERPA and the Americans with Disabilities Act (ADA). Those who have close contact with a person diagnosed with COVID-19, will be notified. Asymptomatic persons will be asked to test within 3-5 days after exposure, wear a mask for 10 days, if symptoms develop, test and stay home and if test results are positive, they will be asked to isolate per California Department of Public Health Guidelines. The campus community will receive notifications of confirmed exposures via campus email. Communications of confirmed cases and exposures will come from Human Resources.

### 2.2 Requirements for those with COVID Symptoms or Test Positive

<b>Exclusion Requirements for Employees/Students Who Test Positive for COVID-19</b>	
Requirements apply to all employees/students, regardless of vaccination status, previous infection, or lack of symptoms.	<ul style="list-style-type: none"><li>○ Employees/Students who test positive for COVID-19 must be excluded from the workplace/school for at least 5 days after start of symptoms or after date of first positive test if no symptoms.</li><li>○ Isolation can end and employees/students may return to the workplace after day 5 if symptoms are not present or are resolving, and a diagnostic specimen* collected on day 5 or later tests negative.</li><li>○ If an employee's or student's test on day 5 (or later) is positive, isolation can end and the employee/student may return to the workplace/school after day 10 if they are fever-free for 24 hours without the use of fever reducing medications.</li><li>○ If an employee/student is unable or choosing not to test, isolation can end and the employee/student may return to the workplace after day 10 if they are fever-free for 24 hours without the use of fever reducing medications.</li><li>○ If an employee/student has a fever, isolation must continue and the employee may not return to work until</li></ul>

	<p>24 hours after the fever resolves without the use of fever reducing medications.</p> <ul style="list-style-type: none"> <li>○ If an employee's/student's symptoms other than fever are not resolving, they may not return to work/school until their symptoms are resolving or until after day 10.</li> <li>○ Employees/Students must wear face coverings around others for a total of 10 days</li> </ul>
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**Note there are different requirements for those in high-risk settings which include healthcare.**

***Student Protocol for New Onset of Symptoms***

If You Live in On-Campus Housing:

- Head back to (or remain) in your room and isolate yourself.
- Contact Student Health Center – (209) 946-2315 Option 1 to schedule a phone appointment for assessment and guidance from a Health Services provider.
  - Business hours Monday through Friday from 8 a.m. to 5 p.m.
  - After hours care options:
    - Nurse Advice Line 209.946.2315 Option 4,
    - After Hours Telehealth **LiveHealth Online** to connect with a healthcare provider via phone or video appointment. <https://livehealthonline.com/>
    - Call 911 or report directly to the urgent care or emergency room for urgent and/or emergency health care as needed.
- Wait for a Student Health Center provider to call you at your scheduled appointment time.
- Receive onsite testing (see [COVID-19 Update](#) site for [testing](#) locations and hours). Student Health Center will notify the Dean on Call of your current status to assist with resources such as academic support or meal services.
- If the provider gives you a testing appointment, wear a face covering to the appointment and take care to limit what you touch.
  - **If you test positive:** You will be asked to isolate and recover at home. Residential students will be moved to a residence hall on campus for isolation. If you are placed in recovery housing on campus, you will be cared for and monitored daily.
  - **If you test negative:** Mask, social distance and retest in three days.

If you test positive, Student Health Center will notify the Dean on Call that you have tested positive for COVID-19, to provide assistance. To the extent possible, your confidentiality will be protected.

If you test positive and are currently living in campus housing, you will be moved to a residence hall for isolation. If you live off campus, you are asked to isolate there.

If You Live Off Campus:

Follow the same steps above to make an appointment with the Student Health Center using the Pacific Health Portal or contacting Student Health Center via phone 209-946-2315 Option 1 for a COVID-19 Phone Screening. If you live off campus and are diagnosed with COVID-19, you should isolate at home in your own room away from others.

**Employee Protocol for New Onset of Symptoms**

- Immediately leave campus and self-isolate at home.
- If you test at home, contact Human Resources if you are positive.
- If you are a close contact of another who tests positive, contact Human Resources.
- Alert your supervisor by phone or email.
- Contact personal physician.
- Receive health care instructions and guidance from personal physician.  
Continue to self-isolate at home and follow the requirements in section 2.2 above.

**Close Contact**

Close Contact means being within six feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the infectious period regardless of the use of face coverings, unless close contact is defined by regulation or order of California Department of Public Health (CDPH). If so, then CDPH definition shall apply.

Exception: Employees and students have not had a close contact if they wore a respirator required by Pacific, whenever they were within six feet of the COVID-19 case during the infectious period.

Infectious period means the following time period, unless otherwise defined by CDPH regulation or order, in which case the CDPH definitional shall apply:

- a) For COVID-19 cases who develop COVID-19 symptoms, from two days before they first develop symptoms until all of the following are true: it has been 10 days since symptoms first appeared; 24 hours have passed with no fever, without the use of fever reducing medications; and symptoms have improved.
- b) For COVID-19 cases who never develop COVID-19 symptoms, from two days before until 10 days after the specimen for their first positive test for COVID-19 was collected.

<b>CDPH Guidance for Close Contacts – Employees/Students Who Are Exposed to Someone with COVID-19 (except for High-Risk Settings)</b>	
For employee/students who are asymptomatic. Applies to all employee/students, regardless of vaccination status.	<ul style="list-style-type: none"><li>○ Exposed employees/students must test within three to five days after their last close contact. Persons infected within the prior 90 days do not need to be tested unless symptoms develop.</li><li>○ Employees/students must wear face coverings around others for a total of 10 days after exposure.</li><li>○ If an exposed employee/student develops symptoms, they must be excluded pending the results of a test.</li><li>○ If an exposed employee/student who develops symptoms is unable to test or choosing not to test, they must be excluded until 10 days after the date of symptom onset.</li></ul>

	<ul style="list-style-type: none"> <li>○ If an exposed employee/student tests positive for COVID- 19, they must follow the isolation requirements</li> <li>○ Employees are strongly encouraged to get vaccinated and boosted.</li> </ul>
<p>For employees/students who are symptomatic. Applies to all employees/students, regardless of vaccination status.</p>	<ul style="list-style-type: none"> <li>○ Symptomatic employees/students must be excluded and test as soon as possible. Exclusion must continue until test results are obtained.</li> <li>○ If the employee/student is unable to test or choosing not to test, exclusion must continue for 10 days.</li> <li>○ If the employee/student tests negative and returns earlier than 10 days after the close contact, the employee/student must wear a face covering around others for 10 days following the close contact.</li> <li>○ CDPH recommends continuing exclusion and retesting in 1-2 days if testing negative with an antigen test, particularly if tested during the first 1-2 days of symptoms</li> <li>○ For symptomatic employees/students who have tested positive within the previous 90 days, using an antigen test is preferred.</li> </ul>

NOTE there will be different CDPH Guidance for those in high risk settings such as 1) Emergency Shelters 2) Cooling and Heating Centers 3) Long Term Care Settings & Adult and Senior Care Facilities 4) Local correctional facilities and detention centers 5) Healthcare settings. See CDPH guidelines ([HERE](#))

### 3. Testing and Surveillance

#### 3.1 Covid-19 Testing

Covid-19 testing must be made available to potentially exposed employees with a close contact at no cost during working hours, with the exception of asymptomatic employees who recently recovered from COVID-19 (returned cases).

COVID-19 test may be both self-administered and self-read only if another means of independent verification of the results can be provided (e.g. a time-stamped photograph of the results).

Per Cal OSHA emergency temporary standards, applicable to employees:

Multiple COVID-19 Infections and COVID-19 Outbreaks:

If three or more employees within an exposed group, visited the workplace during their infectious period any time during a 14-day period we will provide COVID-19 testing at no cost to employees of the exposed group, during paid time, until there are no new COVID-19 cases detected in the exposed group.

### Major COVID-19 Outbreak

If 20 or more employees within an exposed group, visited the workplace during their infectious period any time during a 30 day period we will provide COVID-19 testing at no cost to employees of the exposed group, during paid time, until there are fewer than three COVID-19 cases detected in our exposed group for a 14-day period.

Exposed group is defined as all employees at a work location, working area, or a common area at work, where an employee COVID-19 case was present at any time during the infectious period. A common area at work includes bathrooms, walkways, hallways, aisles, break or eating area, and waiting areas.

### ***Students – How to obtain a COVID-19 Test***

All registered students have access to telehealth appointments for testing, testing referrals and health care guidance through Student Health Center. Pacific’s on-campus testing location and hours can be found on the [COVID-19 Update](https://www.pacific.edu/covid-19-update/health-and-safety#testing) site here: <https://www.pacific.edu/covid-19-update/health-and-safety#testing>.

### ***Faculty and Staff***

All symptomatic employees will be referred for evaluation and clinical diagnostic testing (PCR or other validated testing platforms) as indicated. Symptomatic individuals should not return to campus (or stay isolated on campus) until they have been tested for COVID-19 and, if negative, are symptom-free. Individuals who test positive for COVID-19 should follow state and local guidance for return to work and contact Human Resources.

## **3.2 Monitoring and Tracking COVID-19 Positive Test Results**

The University has established contact tracing protocols on each campus to assist local Public Health officials in identification of contacts for COVID-19 positive individuals. Contact tracing is provided by staff of the university. Pacific will communicate contact tracing information with government authorities as required by law and local orders.

## **4. Maintaining Healthy Operations**

### **4.1 University Contractors, Consultants and Vendors**

These requirements apply to contractors, consultants and vendors who provide services on University of the Pacific’s Stockton and Sacramento campuses and/or in University-owned or leased buildings (“University Property”).

These requirements do not apply to long term temporary agency staff, who must follow all University policies when working under the direction of a University employee.

All University contractors, consultants and vendors who provide services on campus or on University Property must comply with the California Department of Health, County Health Departments and Cal OSHA guidelines and any additional requirements and instructions provided by the University Representative with oversight responsibility over their engagement (the “University Representative”).

## 4.2 Travel

### *Domestic Travel and International Travel*

California has no travel restriction or requirements as of May 6, 2022. All employees and/or students should follow CDC travel guidelines which can be found [here](#).

## 4.3 Pacific Activities/Events

Beginning April 18, 2022, Event/Activity hosts are CDPH recommends that host request attendees to provide proof that they are fully vaccinated, or have received a negative COVID-19 test. In addition, attendees should be strongly encouraged to wear face coverings.

California mega events are defined as Indoor Events with 1,000 or more people and Outdoor events with 10,000 or more people.

## 4.4 Compliance

All students, employees, vendor/contractors and visitors are subject to the health and safety standards and protocols as described herein, subject to any qualifying restriction (i.e. a medical condition which prohibits the use of a face covering). The progressive discipline of individuals who refuse to comply with University health and safety standards will be managed in a manner consistent with University compliance standards.

Employees who refuse to comply with these requirements may be subject to discipline consistent with Human Resource policies. Students who refuse to comply with these requirements may be subject to discipline through the [University's Student Conduct and Community Standards](#) and disciplinary criteria applicable to their campus or school. Policies for employees and students can be found here ([students](#); [employees](#)).

Vendor/Contractors who refuse to comply with applicable requirements will not be permitted on our campuses. Managers who invite vendors/contractors on to campus are responsible to ensure protocols are followed and will enforce protocols as needed. Visitors and guests who refuse to comply will be removed from our campuses.

## Conclusion

COVID-19 has been one of the most challenging times in our history. By joining together, becoming vaccinated and follow guidance provided by our health departments, the State and Cal OSHA, we are now able to begin to return to normal daily activities.