

MC COVID-19 HEALTH AND SAFETY PLAN





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Contents

Introduction	2
MC's COVID-19 Health and Safety Plan	3
Pre-Phase 1	3
Phase 1	6
Phase 2	9
Phase 3	12
Phase 4	15
Resources	18
Appendices	19
Appendix A: Stop Sign	21

Introduction

Dr. DeRionne Pollard established the Coronavirus Advisory Team (CAT) in March 2020. The team advises the College senior leaders and administrators on strategies that ensure timely COVID-19 institutional responses and mitigations.

Initial Team

Monique Davis

Instructional Dean, Health Sciences, Health, Physical Education, and Nursing

Adam Reid

Interim Director of Public Safety and Emergency Management

Marcus Rosano

Director of Media and Public Relations

Carlo Sanchez

Manager of Public Safety and Emergency Management, TP/SS

Michelle T. Scott

Acting Chief of Staff

Melissa Sprague

Department Chair and Professor, Health Sciences

K. Rebecca Thomas

Department Chair and Professor, Biology

Expanded Team

In May, Dr. Pollard expanded CAT to include operational leadership from each of the major divisions of the College in order to ensure clear lines of communication and inclusion of operational concerns/implications as we plan.

Rose Garvin Aquilino

Interim Associate Senior Vice President for Advancement and Community Engagement

Alice Boatman

Acting Associate Dean of Student Affairs (TP/SS)

Steve Cain

Chief of Staff and Chief Strategy Officer

Rowena D'Souza

Risk Management/HIPPA Privacy Official

Melissa Gregory

Associate Senior Vice President for Student Affairs

John Hamman

Interim Chief Analytics and Effectiveness Officer

Kevin Long

Director of Planning and Policy, Office of the President

Jane-Ellen Miller

Interim Chief Information Officer

Marvin Mills

Vice President of Facilities

Sharmila Pradhan

Environmental Safety Manager

Nadine Porter

Associate Senior Vice President for Administrative and Fiscal Services

Carolyn Terry

Associate Senior Vice President for Academic Affairs

Krista Leitch Walker

Vice President of Human Resources and Strategic Talent Management

While the COVID-19 crisis has challenged and upended “business as usual” at Montgomery College, it has also spurred rapid creativity and problem-solving as we have determined how to provide access to quality education for MC students, while protecting their health and the health of our employees. The directives of Governor Larry Hogan, the Montgomery County Council, and/or public health advice are the sources that inform CAT’s plan and recommendations. Accordingly, the recommendations are subject to change, based upon directives from the governor, the Montgomery County Council, and/or public health advice.

Among CAT’s scope of work is to develop a plan with recommendations for reopening the College’s campuses and facilities that reinforces public health and promotes safety compliance. A draft of the health and safety plan is provided in subsequent pages. The plan aligns with the *Roadmap to Resilient Transformation: A Thriving Montgomery College Post-COVID-19* guiding principles and tactical plan, which will continue to guide strategic planning and decision-making. The recommendations fall within the following categories: personal health and safety expectations, building health and safety, collegewide health and safety, operational health and safety, communication plan, and exposure management and response. There are workgroups within each of these categories that will provide operational/implementation plans related to each phase of reopening the College campuses and facilities. Progress through the phases of reopening the College campuses and facilities is contingent upon the directives of Governor Larry Hogan, the Montgomery County Council, and/or public health advice, which are the sources that inform CAT’s plans and recommendations. Accordingly, the recommendations are subject to change, based upon directives from the governor, the Montgomery County Council, and/or public health advice.

MC COVID-19 Health and Safety Plan

Policies, protocols, and plans are contingent upon laws, regulations, and guidance from relevant government authorities (e.g., federal, state, Montgomery County Executive, Centers for Disease Control, or Montgomery County Department of Health and Human Services). MC will consider the needs of our internal and external community (employees, students, guests) while making decisions.

MC COVID-19 Health and Safety Plan

PRE-PHASE 1: Preparation Phase

Planning for return to campus

Stay-at-home order continues

Personal Health and Safety Expectations	
Responsible Units/Groups: Employees/Students/Guests	<ul style="list-style-type: none">• Comply with preventative measures: face covers, social distancing guidelines, hand hygiene, respiratory etiquette (i.e., cover cough/cover sneeze)• Comply with guidelines for building entry for authorized employees• Stay at home, if sick (with any illness)
Building Health and Safety	
Responsible Units/Groups: Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)	<ul style="list-style-type: none">• Sanitation (cleaning/disinfecting)• Installation of hand-sanitizing stations• Social distancing–space determination/space utilization/space redesign (offices, cubicles, classroom space, conference rooms, lobbies, restrooms, cafeterias, reception areas, gymnasiums, etc.)• Workspace distancing–work locations, physical space, scheduling shifts (consider increasing the number of shifts and making them shorter), assess the need for plexiglass barriers at workstations and install where appropriate• Personal protective equipment (PPE) based on Job Hazards Analysis• Building ventilation (HVAC)• Entry guidelines–expectations and protocols for social distancing, testing, hygiene, where to enter and exit, number of people allowed on site• Elevator and stairwell protocols–markers, signage, wipes, monitoring• Public space visual aids–markers, signage

PRE-PHASE 1: Preparation Phase (continued)

Collegewide Health and Safety	
Responsible Units/Groups: HRSTM (Employee Relations), CAT	<ul style="list-style-type: none"> • Vulnerable populations: As defined by CDC—older adults and people of any age who have serious underlying medical conditions—stay home and work remotely • Living with a person within the vulnerable population: Stay home and work remotely • Prevention: Provide face covering/masks to all employees, encourage frequent hand washing, provide hand sanitizer and tissues • Workspace hygiene: Initiate process for face covering/mask recycling or disposal; provide disinfectant, wipes, and other supplies to clean surfaces between use; increase cleaning of shared surfaces • Symptom surveillance: Develop the processes for daily health assessment and return to workplace; establish and follow emergency plans for the employees who display symptoms; testing, reporting, contact tracing • Training: Develop the required training for all employees related to health/safety; communicate return to work timing and expectations as date approaches; provide “Welcome Back” kit, onboarding program, and continuous communication to support their return to work; educate on respiratory etiquette • Supervisory training: Develop the required training for supervisors related to health/safety; managers and supervisors provide a “tool kit” with clear instructions on new protocols in place and their role in managing them (facility readiness, employee self-assessment, rotational schedule, social distancing, how to raise concerns) • Mental health and wellness: Connect employees to resources such as the Faculty/Staff Assistance Program
Operational Health and Safety	
Responsible Units/Groups: HRSTM (Employee Relations); General Counsel; Office of Compliance, Risk, and Ethics; Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)	<ul style="list-style-type: none"> • Workforce plan: Develop a plan for flexible work schedule, on-going remote work, leave policies, phase in approach, managers identify most critical work processes and teams to be prioritized and staged for return; criteria based on organizational priorities, requirement to be onsite to conduct core work/inability to work remotely, staging and sequencing are established, develop guidelines for vehicle usage • Occupational health plan: Develop a plan for employees, including vulnerable populations

MC COVID-19 Health and Safety Plan

PRE-PHASE 1: Preparation Phase (continued)

Communication Plan	
Responsible Units/Groups: Office of the President, Advancement and Community Engagement (Office of Communications)	<ul style="list-style-type: none">• Ongoing communication to collegewide community• Communicate health and safety guidelines• Coronavirus webpage montgomerycollege.edu/coronavirus• Resilient MC webpage montgomerycollege.edu/resilient-mc
Exposure Management and Response	
Responsible Units/Groups: Public Safety/Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)	<ul style="list-style-type: none">• Develop and orient the emergency management team• Develop quarantine guidelines• Establish a process for contact tracing• Establish and implement disinfecting processes• Respond to situational outbreak• Ensure Collegewide Continuity of Operations Plan (COOP) is current• Situational communication to the College community

PHASE 1: Initial Recovery Phase

Activation: To begin when stay-at-home order is lifted in both the state and county.

Continue into Phase 2 OR . (Restrictions reimposed)

Personal Health and Safety Expectations	
Responsible Units/Groups: Employees/Students/Guests	<ul style="list-style-type: none">• Comply with preventative measures: face covers, social distancing guidelines, hand hygiene, respiratory etiquette (i.e., cover cough/cover sneeze)• Comply with guidelines for building entry for authorized employees• Stay at home, if sick (with any illness)
Building Health and Safety	
Responsible Units/Groups: Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)	<ul style="list-style-type: none">• Sanitation (cleaning/disinfecting)• Installation of hand-sanitizing stations• Social distancing—space determination/space utilization/space redesign (offices, cubicles, classroom space, conference rooms, lobbies, restrooms, cafeterias, reception areas, gymnasiums, etc.)• Workspace distancing—work locations, physical space, scheduling shifts (consider increasing the number of shifts and making them shorter), assess the need for plexiglass barriers at workstations and install where appropriate• Personal protective equipment (PPE) based on Job Hazards Analysis• Building ventilation (HVAC)• Entry guidelines—expectations and protocols for social distancing, testing, hygiene, where to enter and exit, number of people allowed on site• Elevator and stairwell protocol—markers, signage, wipes, monitoring• Public space visual aids—markers, signage• Facilities work for reopening the campuses (two to three weeks of work needed) and identifying offices and spaces that can be safely opened to the public• Facilities projects that were suspended may resume with COVID-19 safety plans from external companies

MC COVID-19 Health and Safety Plan

PHASE 1: Initial Recovery Phase (continued)

Collegewide Health and Safety	
<p>Responsible Units/Groups: HRSTM (Employee Relations) Student Affairs (Disability Support Services, Counseling and Advising, Behavioral Intervention Team, Student Health and Wellness Center for Success), CAT</p>	<ul style="list-style-type: none"> • Vulnerable populations: As defined by CDC—older adults and people of any age who have serious underlying medical conditions—stay home and work remotely • Living with a person within the vulnerable population: Stay home and work remotely • Prevention: Provide face covering/masks to all employees, encourage frequent hand washing, provide hand sanitizer and tissues • Workspace hygiene: Continue processes for face covering/mask recycling or disposal; provide disinfectant, wipes, and other supplies to clean surfaces between use; increase cleaning of shared surfaces • Symptom surveillance: Continue the processes for daily health assessment and return to workplace; establish and follow emergency plans for the employees who display symptoms; testing, reporting, contact tracing • Training: Implement the required training for all employees related to health/safety; communicate return to work timing and expectations as date approaches; provide “Welcome Back” kit, onboarding program, and continuous communication to support their return to work; educate on respiratory etiquette • Supervisory training: Implement the required training for supervisors related to health/safety; managers and supervisors provide a “tool-kit” with clear instructions on new protocols in place and their role in managing them (facility readiness, employee self-assessment, rotational schedule, social distancing, how to raise concerns) • Mental health and wellness: Connect employees to resources such as the Faculty/Staff Assistance Program • Support for students: Connect students to resources
Operational Health and Safety	
<p>Responsible Units/Groups: HRSTM (Employee Relations); General Counsel; Office of Compliance, Risk, and Ethics; Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)</p>	<ul style="list-style-type: none"> • Workforce plan: Continue and expand plan for flexible work schedule, on-going remote work, leave policies, phase in approach, managers identify most critical work processes and teams to be prioritized and staged for return; criteria based on organizational priorities, requirement to be onsite to conduct core work/inability to work remotely, staging and sequencing are established, minimize non-essential travel and adhere to CDC guidelines regarding isolation following travel, review vehicle usage • Occupational health plan: Implement plan for employees, including vulnerable populations

PHASE 1: Initial Recovery Phase (continued)

Communication Plan	
Responsible Units/Groups: Office of the President, Advancement and Community Engagement (Office of Communications)	<ul style="list-style-type: none">• Ongoing communication to collegewide community• Communicate health and safety guidelines• Coronavirus webpage montgomerycollege.edu/coronavirus• Resilient MC webpage montgomerycollege.edu/resilient-mc
Exposure Management and Response	
Responsible Units/Groups: Public Safety/Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)	<ul style="list-style-type: none">• Deploy the emergency management team• Implement quarantine guidelines• Implement a process for contact tracing• Continue implementing disinfecting processes• Respond to situational outbreak• Ensure Collegewide Continuity of Operations Plan (COOP) is current• Situational communication to the College community

MC COVID-19 Health and Safety Plan

PHASE 2

Activation: At least two weeks after Phase 1 has been in place at MC and no .

Continue into Phase 3 OR . (Restrictions reimposed)

Personal Health and Safety Expectations	
Responsible Units/Groups: Employees/Students/Guests	<ul style="list-style-type: none">• Comply with preventative measures: face covers, social distancing guidelines, hand hygiene, respiratory etiquette (i.e., cover cough/cover sneeze)• Comply with guidelines for building entry for authorized employees• Stay at home, if sick (with any illness)
Building Health and Safety	
Responsible Units/Groups: Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)	<ul style="list-style-type: none">• Sanitation (cleaning/disinfecting)• Maintain hand-sanitizing stations• Social distancing–space determination/space utilization/space redesign (offices, cubicles, classroom space, conference rooms, lobbies, restrooms, cafeterias, reception areas, gymnasiums, etc.)• Workspace distancing–work locations, physical space, scheduling shifts (consider increasing the number of shifts and making them shorter), assess the need for plexiglass barriers at workstations and install where appropriate• Personal protective equipment (PPE) based on Job Hazards Analysis• Building ventilation (HVAC)• Entry guidelines–expectations and protocols for social distancing, testing, hygiene, where to enter and exit, number of people allowed onsite• Elevator and stairwell protocols–markers, signage, wipes, monitoring• Public space visual aids–markers, signage• Facilities projects that were suspended may resume with COVID-19 safety plans from external companies

PHASE 2 (continued)


Collegewide Health and Safety	
<p>Responsible Units/Groups: HRSTM (Employee Relations) Student Affairs (Disability Support Services, Counseling and Advising, Behavioral Intervention Team, Student Health and Wellness Center for Success), CAT</p>	<ul style="list-style-type: none"> • Vulnerable populations: As defined by CDC—older adults and people of any age who have serious underlying medical conditions—stay home and work remotely • Living with a person within the vulnerable population: Stay home and work remotely • Prevention: Provide face covering/masks to all employees, encourage frequent hand washing, provide hand sanitizer and tissues • Workspace hygiene: Continue processes for face covering/mask recycling or disposal; provide disinfectant, wipes, and other supplies to clean surfaces between use, increase cleaning of shared surfaces • Symptom surveillance: Continue the processes for daily health assessment and return to workplace; establish and follow emergency plans for the employees who display symptoms; testing, reporting, contact tracing • Training: Ongoing required training for all employees related to health/safety; communicate return to work timing and expectations as date approaches; provide “Welcome Back” kit, onboarding program, and continuous communication to support their return to work; educate on respiratory etiquette • Supervisory training: Ongoing required training for supervisors related to health/safety; managers and supervisors provide a “tool-kit” with clear instructions on new protocols in place and their role in managing them (facility readiness, employee self-assessment, rotational schedule, social distancing, how to raise concerns) • Mental health and wellness: Connect employees to resources such as the Faculty/Staff Assistance Program • Support for students: Connect students to resources
Operational Health and Safety	
<p>Responsible Units/Groups: HRSTM (Employee Relations); General Counsel; Office of Compliance, Risk, and Ethics; Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)</p>	<ul style="list-style-type: none"> • Workforce plan: Continue plan for flexible work schedule (as needed), ongoing remote work, leave policies, phase-in approach; managers identify most critical work processes and teams to be prioritized and staged for return, criteria based on organizational priorities, requirement to be onsite to conduct core work/inability to work remotely; staging and sequencing are established; evaluate nonessential travel and adhere to CDC guidelines regarding isolation following travel; continue to review vehicle usage • Occupational health plan: Continue plan for employees, including vulnerable populations

MC COVID-19 Health and Safety Plan

PHASE 2 (continued)

Communication Plan	
Responsible Units/Groups: Office of the President, Advancement and Community Engagement (Office of Communications)	<ul style="list-style-type: none">• Ongoing communication to collegewide community• Communicate health and safety guidelines• Coronavirus webpage montgomerycollege.edu/coronavirus• Resilient MC webpage montgomerycollege.edu/resilient-mc
Exposure Management and Response	
Responsible Units/Groups: Public Safety/Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)	<ul style="list-style-type: none">• Continue to deploy the emergency management team• Continue quarantine guidelines• Continue processes for contact tracing• Continue implementing disinfecting processes• Respond to situational outbreak• Ensure Collegewide Continuity of Operations Plan (COOP) is current• Situational communication to the College community

PHASE 3

Activation: At least two weeks after Phase 2 has been in place at MC and no .

Continue into Phase 4 OR . (Restrictions reimposed)

Personal Health and Safety Expectations	
Responsible Units/Groups: Employees/Students/Guests	<ul style="list-style-type: none">• Comply with preventative measures: face covers, social distancing guidelines, hand hygiene, respiratory etiquette (i.e., cover cough/cover sneeze)• Comply with guidelines for building entry for authorized employees• Stay at home, if sick (with any illness)
Building Health and Safety	
Responsible Units/Groups: Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)	<ul style="list-style-type: none">• Sanitation (cleaning/disinfecting)• Maintain hand-sanitizing stations• Social distancing—space determination/space utilization/space redesign (offices, cubicles, classroom space, conference rooms, lobbies, restrooms, cafeterias, reception areas, gymnasiums, etc.)• Workspace distancing—work locations, physical space, scheduling shifts (consider increasing the number of shifts and making them shorter), assess the need for plexiglass barriers at workstations and install where appropriate• Personal protective equipment (PPE) based on Job Hazards Analysis• Building ventilation (HVAC)• Entry guidelines—expectations and protocols for social distancing, testing, hygiene, where to enter and exit, number of people allowed on site• Elevator and stairwell protocols—markers, signage, wipes, monitoring• Public space visual aids—markers, signage

MC COVID-19 Health and Safety Plan

PHASE 3 (continued)


Collegewide Health and Safety	
<p>Responsible Units/Groups: HRSTM (Employee Relations) Student Affairs (Disability Support Services, Counseling and Advising, Behavioral Intervention Team, Student Health and Wellness Center for Success), CAT</p>	<ul style="list-style-type: none"> • Vulnerable populations: As defined by CDC—older adults and people of any age who have serious underlying medical conditions—stay home and work remotely • Living with a person within the vulnerable population: Stay home and work remotely • Prevention: Provide face covering/masks to all employees; encourage frequent hand washing; provide hand sanitizer and tissues • Workspace hygiene: Continue processes for face covering/mask recycling or disposal; provide disinfectant, wipes, and other supplies to clean surfaces between use, increase cleaning of shared surfaces • Symptom surveillance: Continue the processes for daily health assessment and return to workplace; follow emergency plans for the employees who display symptoms; testing, reporting, contact tracing • Training: Ongoing required training for all employees related to health/safety; communicate return to work timing and expectations as date approaches; provide “Welcome Back” kit, onboarding program, and continuous communication to support their return to work; educate on respiratory etiquette • Supervisory training: Ongoing required training for supervisors related to health/safety; managers and supervisors provide a “tool-kit” with clear instructions on new protocols in place and their role in managing them (facility readiness, employee self-assessment, rotational schedule, social distancing, how to raise concerns) • Mental health and wellness: Connect employees to resources such as the Faculty/Staff Assistance Program • Support for students: Connect students to resources
Operational Health and Safety	
<p>Responsible Units/Groups: HRSTM (Employee Relations); General Counsel; Office of Compliance, Risk, and Ethics; Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)</p>	<ul style="list-style-type: none"> • Workforce plan: Continue plan for flexible work schedule (as needed), ongoing remote work, leave policies, phase-in approach; managers identify most critical work processes and teams to be prioritized and staged for return, criteria based on organizational priorities, requirement to be onsite to conduct core work/inability to work remotely; staging and sequencing are established; evaluate nonessential travel and adhere to CDC guidelines regarding isolation following travel; continue to review vehicle usage • Expanding return to college workplace in phases/staggering shifts • Occupational health plan: Continue plan for employees, including vulnerable populations

PHASE 3 (continued)

Communication Plan	
Responsible Units/Groups: Office of the President, Advancement and Community Engagement (Office of Communications)	<ul style="list-style-type: none"> • Ongoing communication to collegewide community • Communicate health and safety guidelines • Coronavirus webpage montgomerycollege.edu/coronavirus • Resilient MC webpage montgomerycollege.edu/resilient-mc
Exposure Management and Response	
Responsible Units/Groups: Public Safety/Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)	<ul style="list-style-type: none"> • Continue to deploy the emergency management team • Continue quarantine guidelines • Continue processes for contact tracing • Continue implementing disinfecting processes • Respond to situational outbreak • Ensure Collegewide Continuity of Operations Plan (COOP) is current • Situational communication to the College community

MC COVID-19 Health and Safety Plan

PHASE 4

Activation: At least two weeks after Phase 3 has been in place at MC and no .

Personal Health and Safety Expectations	
Responsible Units/Groups: Employees/Students/Guests	<ul style="list-style-type: none">• Comply with preventative measures: face covers, social distancing guidelines, hand hygiene, respiratory etiquette (i.e., cover cough/cover sneeze)• Comply with guidelines for building entry for authorized employees• Stay at home, if sick (with any illness)
Building Health and Safety	
Responsible Units/Groups: Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)	<ul style="list-style-type: none">• Sanitation (cleaning/disinfecting)• Maintain hand-sanitizing stations• Social distancing–space determination/space utilization/space redesign (offices, cubicles, classroom space, conference rooms, lobbies, restrooms, cafeterias, reception areas, gymnasiums, etc.)• Workspace distancing–work locations, physical space, scheduling shifts (consider increasing the number of shifts and making them shorter), assess the need for plexiglass barriers at workstations and install where appropriate• Personal protective equipment (PPE) based on Job Hazards Analysis• Building ventilation (HVAC)• Entry guidelines–expectations and protocols for social distancing, testing, hygiene, where to enter and exit, number of people allowed on site• Elevator and stairwell protocols–markers, signage, wipes, monitoring• Public space visual aids–markers, signage

PHASE 4 (continued)

Collegewide Health and Safety	
<p>Responsible Units/Groups: HRSTM (Employee Relations) Student Affairs (Disability Support Services, Counseling and Advising, Behavioral Intervention Team, Student Health and Wellness Center for Success), CAT</p>	<ul style="list-style-type: none"> • Vulnerable populations: As defined by CDC—older adults and people of any age who have serious underlying medical conditions—stay home and work remotely • Living with a person within the vulnerable population: Stay home and work remotely • Prevention: Provide face covering/masks to all employees, encourage frequent hand washing, provide hand sanitizer and tissues • Workspace hygiene: Continue processes for face covering/mask recycling or disposal; provide disinfectant, wipes, and other supplies to clean surfaces between use, increase cleaning of shared surfaces • Symptom surveillance: Continue the processes for daily health assessment and return to workplace; follow emergency plans for the employees who display symptoms; testing, reporting, contact tracing • Training: Ongoing required training for all employees related to health/safety; communicate return to work timing and expectations as date approaches; provide “Welcome Back” kit, onboarding program, and continuous communication to support their return to work; educate on respiratory etiquette • Supervisory training: Ongoing required training for supervisors related to health/safety; managers and supervisors provide a “tool-kit” with clear instructions on new protocols in place and their role in managing them (facility readiness, employee self-assessment, rotational schedule, social distancing, how to raise concerns) • Mental health and wellness: Connect employees to resources such as the Faculty/Staff Assistance Program • Support for students: Connect students to resources
Operational Health and Safety	
<p>Responsible Units/Groups: HRSTM (Employee Relations); General Counsel; Office of Compliance, Risk, and Ethics; Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)</p>	<ul style="list-style-type: none"> • Workforce plan: Continue plan for flexible work schedule (as needed), ongoing remote work, leave policies, phase-in approach, managers identify most critical work processes and teams to be prioritized and staged for return; criteria based on organizational priorities, requirement to be onsite to conduct core work/inability to work remotely, staging and sequencing are established, evaluate nonessential travel and adhere to CDC guidelines regarding isolation following travel, continue to review vehicle usage • Expanding return to college workplace in phases/staggering shifts • Occupational health plan: Continue plan for employees, including vulnerable populations

MC COVID-19 Health and Safety Plan

PHASE 4 (continued)

Communication Plan	
Responsible Units/Groups: Office of the President, Advancement and Community Engagement (Office of Communications)	<ul style="list-style-type: none">• Ongoing communication to collegewide community• Communicate health and safety guidelines• Coronavirus webpage montgomerycollege.edu/coronavirus• Resilient MC webpage montgomerycollege.edu/resilient-mc
Exposure Management and Response	
Responsible Units/Groups: Public Safety/Facilities (Campus Facilities, Planning and Design, Environmental Health and Safety)	<ul style="list-style-type: none">• Continue to deploy the emergency management team• Continue quarantine guidelines• Continue processes for contact tracing• Continue implementing disinfecting processes• Respond to situational outbreak• Ensure Collegewide Continuity of Operations Plan (COOP) is current• Situational communication to the College community



Resources

Campus Safety, Health, and Environmental Management Association

cshema.org/covid-19

Centers for Disease Control

cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html

Kauli Higher Education Software

kuali.co/connect/covid19

Maryland Strong Roadmap to Recovery

governor.maryland.gov/wp-content/uploads/2020/04/MD_Strong.pdf

Nashville Roadmap for Reopening

asafenashville.org/wp-content/uploads/2020/04/Roadmap_For_Reopening_Nashville_Grid.pdf

National Safety Council

nsc.org/work-safety/safety-topics/safe-actions-for-employee-returns-safer

US Department of Education, Office of Safe and Healthy Students Continuity of Operations (COOP) Planning

rem.s.ed.gov/docs/repository/00000384.pdf

US Department of Labor, Occupational Safety and Health Administration

osha.gov/SLTC/covid-19/

White House Opening America Guidelines

whitehouse.gov/openingamerica/#guidelines

Appendices

Appendix A: Stop Sign



"Stop Signs" requiring the easing to slow, stop, or even be reversed:

1. An unexpected increase in hospitalizations or a sustained increase in cases requiring intensive care.
2. Indications that Marylanders are disregarding physical distancing guidelines. If people can maintain physical distancing for this period, while testing and contact tracing are increased, we have a much higher chance to open without a spike in cases.
3. Significant outbreaks of community transmission (not clusters or outbreaks in particular nursing homes or vulnerable communities) where contact tracing cannot establish the route of the spread. A sustained increase in cases over a period of five or more days may require the reimposition of some prior restrictions.



MONTGOMERY COLLEGE

montgomerycollege.edu/coronavirus

montgomerycollege.edu/resilient-mc