Step-by-Step Guide for Students and Learners attending placements, labs, or classes In-Person during COVID-19

Purpose
This document is provided to guide students and learners who are on placements or learning in-person with information about self-assessment, reporting and minimizing exposure to COVID-19. Materials should be read in conjunction with the McMaster COVID-19 webpages.

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Self-Assessment and Reporting

Student and Learner Responsibilities when attending or scheduled to attend placements, labs, or classes In-Person:

1. Complete the COVID-19 Awareness Training before attending placements, labs, or classes in person the first time. (The COVID-19 Awareness training has already been uploaded into Avenue to Learn for all active students.)

1. Except as noted, complete the Ontario COVID-19 self-assessment tool everyday no more than one hour before arriving onsite and follow the recommendations. After completing the screening, contact (email, MS Teams, text message, phone call, etc.) the class instructor informing them if they have passed or not passed the screening for the day. If they have passed, they are then able to enter campus. Instructors may also set up a folder on the course’s Avenue to Learn site for this purpose and will communicate this to students in the class. Confirmation of the result must be retained by the instructor for a period of 30 days.

2. If students do not pass the screening test they are not permitted to enter campus and should self isolate and seek assessment and testing.

3. If students are attending campus for any reason other than to attend a class (e.g. accessing approved library study space) complete the screening and submit through the library booking app or to the person who has authorized them to be on campus.

4. When you have tested positive for COVID-19, complete the COVID-19 Reporting Tool in Mosaic. The reporting tile is on the home page of Mosaic.

NOTE FOR CLINICAL LEARNERS:

Learners participating in clinical activities should complete the screening tool provided by the host hospital and follow those guidelines. Learners within the Faculty of Health Sciences who are on-site but not performing clinical tasks can use the McMaster FHS COVID-19 Screening Tool or the Ontario COVID-19 screening tool (Coronavirus (COVID-19) self-assessment (ontario.ca)). At St. Joseph’s Hospital Hamilton, the SJHH screening tool can be used by all McMaster personnel entering their sites.

- For clinical learners who are attending placements, labs, or classes at a host hospital site or clinic that has an alternate screening tool in place, there is no need to also complete the Ontario COVID-19 self-assessment tool on a daily basis.
- Clinical learners will need to report as per protocols at both their host hospital/placement and the COVID-19 Reporting Tool in Mosaic.
• When clinical learners are contacted by the Student Wellness Centre (SWC), they should disclose if they are in clinical setting or on campus.

• For clinical learners, please follow clinical site guidelines for return to practice (when they exist):
  o Students need to be aware that host hospitals/placements may allow students to return to work placements but require ongoing self-isolation in the community/home.
  o Where no guidelines exist at the host hospital/placement, clinical learners should follow Public Health guidelines.

• If requested, SWC will provide a letter indicating the clinical learner is ready for clearance for return to placement/in person learning, in accordance with Public Health guidelines.

• The letter from SWC may be required for return to on campus learning, depending on program requirements.

Possible COVID-19 symptoms, travel, or isolation

This section sets out a Student or Learners’ Responsibilities if any of the following apply:

• you have been referred for testing or advised to self-isolate;
• you have symptoms of COVID-19 (but not tested positive);
• you have travelled from out of country within the last 14 days; or
• you have had close physical contact with someone who is having symptoms of COVID-19 or recently travelled within the last 14 days with COVID-19 symptoms

1. Do not attend your placement, labs, or classes in-person.

2. If you have not already done so, complete the Ontario COVID-19 self-assessment tool. Follow the recommendations provided to you by the Ontario COVID-19 self-assessment tool or Public Health, and those of your health care provider.

3. Returning to in-person learning: If you did not test positive for COVID-19, you may return to in-person learning, after you complete the isolation period or testing recommended by the Ontario COVID-19 self-assessment tool or Public Health or your healthcare provider and you do not have a fever and symptoms are improving for at least 24 hours.

4. If you test positive for COVID-19 follow the instructions below.
Confirmed Positive COVID-19 Cases

1. Report using the COVID-19 Reporting Tool in Mosaic when you have tested positive for COVID-19. The reporting tile is on the home page of Mosaic.

You will be contacted by the Student Wellness Centre to follow up on your notification.

2. Follow up with your healthcare practitioner and/or follow the recommendations provided to you by the Ontario COVID-19 self-assessment tool or Public Health.

3. Returning to in-person learning: depending on the situation, you need to have completed the 14-day isolation period, no longer have a fever and symptoms are improving for at least 24 hours, and/or had a negative test result.

   Staff at the Student Wellness Centre will contact you directly to review the date you can return to campus and any documentation that may be required.

   • If you have been attending virtual classes and are feeling well enough, please continue to attend classes virtually. If you are not well enough to participate in virtual classes, students or learners are to follow any standard methods for absence reporting as per Faculty protocols.

   • If you are living in residence, contact your HCSHelp@mcmaster.ca for more information. You will need to follow self-isolation practices in your residence.

   • If you are onsite and feeling unwell, immediately put on a mask if you are not already wearing one. You are encouraged to notify your instructor. You will be asked follow up with your healthcare practitioner and/or complete the Ontario COVID-19 self-assessment tool.

Notification

Will students/learners, faculty or staff be notified by the university if they were on-site at the same time as a person with a confirmed case of COVID-19?

When a student/learner, faculty or staff member reports a confirmed case of COVID-19, enhanced cleaning and disinfection of the affected area will be completed in compliance with Public Health guidelines.
• Public areas where a person has passed through and spent minimal time (such as corridors) do not need to be specially cleaned and disinfected.

• A prompt enhanced cleaning of areas of prolonged contact will be completed.

**NOTE:** the affected space (not the entire building) may need to be shut down for a period of time until enhanced cleaning is completed.

Should there be a confirmed COVID-19 case in the McMaster community, Public Health will do contact tracing to identify individuals that may have been in close contact and may be at risk. Public Health will contact those individuals directly.

In the event of a confirmed case, faculty, staff and students/learners should all be vigilant and continue to self-monitor for symptoms using the [Ontario COVID-19 self-assessment tool](https://www24.gov.on.ca/coronavirus/vaccine-clinic/COVID-19-symptom-assessment-tool.html). As the laboratory testing capacity has increased, additional testing is available for those that are asymptomatic but are concerned about COVID-19 exposure or are essential workers. Individuals can contact their local Public Health unit for details and to arrange testing as needed.