



Nursing Department

**Policy #045**

Promoting Safety on Campus from Infection During an Epidemic or Pandemic

<b>Status:</b>	Originated 202-05-01 Revised 2025-06-27
<b>Effective:</b>	2025-06-27
<b>Initiated by:</b>	Bylaws, Policies, and Handbooks Committee
<b>WAC:</b>	NA

**PURPOSE**

The purpose of this policy is to provide guidelines to the administration, faculty, staff and students for promoting safety from infection while on Heritage University campus during epidemics.

**AUDIENCE**

This policy applies to all Heritage University Nursing Department (HUND) students, staff, instructors, and administrators.

**PLAN**

The Heritage University Nursing Department is committed to providing a safe and healthy environment. All members of the Nursing Department are responsible for implementing safety procedures. In addition, nursing faculty and administration will collaborate with the Heritage University Vice President for Student Affairs to assure compliance with University student safety procedures. Our goal is to mitigate the potential for transmission of diseases in every environment in which we function. Mitigating potential for transmission requires full cooperation among everyone in the Nursing Department, and compliance with Heritage University policies and procedures. Only through this cooperative effort can we establish and safeguard and health of all persons, and promote safety from transmission with infection in all our learning and work environments.

**POLICIES AND PROCEDURES**

All administration, faculty, staff and students are responsible for implementing and adhering to all aspects of infection control safety procedures. This policy is informed by the Centers for Disease Control and Prevention (CDC), Washington State Department of Health (DOH) guidelines, Occupational Health and Safety (OSHA), and/or World Health Organization (WHO) standards related to the spread of infectious disease and addresses:

- screening procedures including
  - pre-screening for identification before campus visitation
  - prompt identification and isolation of potentially infectious persons present on campus
- conduct on campus
- hand hygiene

- respiratory etiquette
- social distancing
- facilities housekeeping
- communications and training
- ongoing evaluation and corrective action.

The HUND will establish and implement specific procedures using evidence-informed practice.

### **SCREENING PROCEDURES**

Faculty, staff, students, must comply with identified screening procedures for specific infectious disease situations as described by CDC, WADOH, OSHA, and/or WHO. Inability or refusal to comply may result in not being allowed to participate in any on-campus activities.

### **CONDUCT ON CAMPUS**

Faculty, staff, and students must comply with procedures established for on-campus activities including but not limited to hand hygiene, respiratory precautions, social distancing, and housekeeping behaviors. Inability or refusal to comply may result in being sent home. Commonly implemented procedures may include the following, but specific procedures will be determined as needed dependent on the infectious agent:

#### **Hand Hygiene**

- All visitors to the facility will be required to wash their hands prior to or immediately upon entering the facility.
- Instruction in the World Health Organization (WHO) handwashing procedure will be reviewed, and on arrival to campus will use it to wash their hands for at least 20 seconds with soap and water throughout the time on campus, but especially upon arrival on campus, prior to any mealtimes and after using the toilet.
- Hand rubbing with an alcohol-based formulation may be used throughout the time on campus if hands are not visibly soiled. Laboratory, classroom and other work areas may have hand rub dispensers (a 60% or greater alcohol-containing preparation of liquid, gel or foam designed for application to the hands) that can be used for hand hygiene at the beginning and end of specified activities.

#### **Respiratory Etiquette**

- All individuals will cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and dispose of tissues in the trash and wash or sanitize their hands immediately afterward.
- Individuals will avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in the trash and wash or sanitize their hands immediately afterward.
- Respiratory etiquette will be demonstrated and supported by making tissues and trash receptacles available.
- Mask use congruent with need for specific disease situation will be followed, e.g. wearing a mask properly at all times, type of mask to be worn, etc.

#### **Social Distancing**

- The Department of Nursing will provide, and all persons will use personal protective equipment as appropriate.

- A minimum recommended distance of will be maintained between students in laboratory stations and in classrooms or computer labs. In lab situations requiring closer proximity closer, students will wear personal protective equipment and always be under the supervision of a clinical faculty member.
- Persons are prohibited from gathering in groups and confined areas, and from using other persons' personal protective equipment, phones, computer equipment, desks, offices or other personal learning or work tools and equipment without appropriate decontamination.

### **Facilities Housekeeping**

- The Department of Nursing will provide the Director of the Physical Plant with a schedule of any classes, labs, testing, meetings and/or other activities in addition to regularly scheduled activities.
- Regular housekeeping practices will include routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, and areas in the work environment, including restrooms, classrooms, meeting rooms and testing center.
- During class, lab, testing, meetings and other activities, students and faculty will disinfect equipment between use.
- Following class, lab, testing and other activities, based on the schedule provided to the Director of the Physical Plant, Heritage University Facilities will clean and disinfect restrooms tabletops, keyboards, touch screens, controls, door handles, railings, light switches and copy machines at the end of the activity.

### **CITED AND RELATED POLICIES**

#### **Cited**

- NA

#### **Related**

- Nursing Policy #009 Professionalism
- Nursing Policy #029 Attendance
- Nursing Policy #033 Student Rights and Responsibilities
- Nursing Policy #040 Immunization and Other Clinical Requirements
- Nursing Policy #046 Pandemic Safety at Clinicals
- Heritage University Code of Conduct
- Heritage University Student Rights and Responsibilities

#### **WAC**

No WACs are associated with this policy.

#### **REFERENCES**

Centers for Disease Control and Prevention (CDC). <https://www.cdc.gov/>

Occupational Health and Safety (OSHA). <https://www.osha.gov/>

Washington State Department of Health (DOH). <https://doh.wa.gov/>

World Health Organization (WHO). <https://www.who.int/>

#### **FORMS**

No forms are associated with this policy.

**POLICY REVIEWERS**

Proposed revisions of this policy should be reviewed by:

- 1) Bylaws, Policies, and Handbooks Committee [initiating committee]
- 2) Nursing Faculty Assembly

Nursing Director Signature:

A handwritten signature in black ink that reads "David M. Cook". The signature is written in a cursive style with a large, looped initial "D".