COVID-19 Campus e-Training
for Students, Faculty, Staff, Contractors and Visitors
During the COVID-19 pandemic, our priority continues to be the health, safety, and wellness of our campus community.

Recovery of activities on campus has been carefully analyzed and a risk assessment completed to ensure the compliance with Public Health Orders and Occupational Health and Safety requirements. This collaborative effort was also achieved through consultation with similar institutions of higher education.

Our goal is to safely foster the University’s learning and work environment in order to reduce the risk of COVID-19, while avoiding further stress and demand on resources.
Returning to Campus

Recovery of on-campus activities will be done gradually to ensure the health and safety of students, faculty, staff and entire campus community.

1. To promote physical distancing and prevent the spread of COVID-19, work and learning activities that are currently being done remotely should continue remotely. In order to comply with the current public health orders not everyone will be able to return to campus at this time.

2. For those faculties/departments/units/students who are returning, it is important to understand the hazards, risks and proper controls to protect yourself and those around you from COVID-19. All working groups must complete a risk assessment and receive approval prior to returning to campus.

3. Completing this learning module will assist you to be ready to return to campus when restrictions are lifted and you are approved to do so. Any additional requirements will be communicated through your Dean/Director/Manager.
It Starts With You!

The response to a global pandemic will not be static. Returning to campus will need to be flexible as the circumstances and information evolve.

Take some time and consider how this information will change how you learn, work, and live on campus. Your considerations should include:

- How can you do things more safely?
- What do you need to be successful on campus?
- What flexibility does your role on campus have?
- What configuration changes have been made and how will that affect your routine?
- What can you do to reduce the spread of COVID-19?
Purpose of This Training

This training is designed to:

• Help you understand the hazards and risks of COVID-19.

• Provide awareness about COVID-19.

• Provide current safety guidelines for minimizing your exposure.

• Provide instructions on how to choose and wear personal protective equipment (PPE) correctly.
COVID-19

• Novel Coronavirus, or COVID-19, is a respiratory illness spread from person-to-person. Individuals can have a mild, moderate, or severe illness resulting from the COVID-19 infection.

• COVID-19 is considered a global pandemic with community spread.

Symptoms may include:

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If You Start Feeling Unwell on Campus at Any Time

• Call Saskatchewan Health Line at 811 if you are experiencing symptoms of COVID-19.

• Isolate yourself from others until you can leave campus.

• Contact your Faculty Administrator/Manager or Supervisor/Instructor as soon as possible. Complete the online COVID-19 Self Assessment Tool

• Contact the U of R Healthy Workplace Advisor at health.safety@uregina.ca or call 306-337-2370.

• Call 911 if you require emergency medical care.

Remember, doing your part means not coming to campus if you are ill.
The Spread of COVID-19 Requires Three Things:

1. Source of infectious material
2. Means of transmission/exposure
3. Host
The COVID-19 virus can survive on surfaces for several hours to even days depending on several factors. This may vary under different conditions such as surface type, relative temperature or humidity of the environment.

The virus has been detected up to four hours after on copper, up to 24 hours after on cardboard, and up to two to three days after on plastic and stainless steel.

The virus can be easily inactivated by using simple disinfectants such as store-bought disinfectants and, alternatively, diluted bleach solution. UR Stores has Oxivir wipes available which are an effective disinfectant for COVID-19.

Means of Transmission/Exposure

Symptomatic cases of COVID-19 are causing the majority of transmission; however many people with COVID-19 have only mild symptoms, especially at the early stages of the virus, and can still transmit to other people.

Person-to-person transmission occurs mostly via respiratory droplets.

The virus enters a person’s body:

- By large respiratory droplets containing the virus that adhere to mucous membranes of a person’s eyes, nose or mouth, or
- By touching a surface or an object contaminated with the virus and then proceeding to touch one’s eyes, nose or mouth.

Incubation and Transmission

The incubation period for COVID-19 is up to 14 days. Current estimates of the incubation period range from 1-14 days with estimates of 5-6 days between infection and the onset of clinical symptoms of the disease. Information regarding the transmission of COVID-19 and other variants of virus continues to emerge.

In the absence of infection prevention and control precautions, including the consistent and appropriate use of personal protective equipment:

- Any person who is in close contact (<2 metres) with a COVID-19 individual experiencing symptoms, even mild, is at risk of being exposed to potentially infective respiratory droplets.
- A person who is in direct physical contact (e.g. kissing, touching skin/hands) with an individual with COVID-19 is at risk of infection.
- A person who has contact with an object that can serve as a vehicle for transmission of COVID-19 is at risk of infection.

Reducing the Community Spread of COVID-19

Take steps to protect yourself and others:

• COVID-19 is spread person-to-person or by touching contaminated surfaces.
• Vaccinations are currently available. Consult your local health authority for further information.
• Asymptomatic individuals can spread the virus.
• Practice physical distancing to reduce the risk of being exposed.

Asymptomatic individuals can spread the virus so everyone should be considered potentially infected when applying precautionary measures.
Health and Safety Precautions

Maintain physical (social) distancing

- Maintain a minimum of 6 feet (2 metres) from others.
- Work/learn a safe distance from one another.
- Use communication tools such as phone, email, and web meetings as much as possible (including within the same building or floor).
- Group meetings and face-to-face meetings should be minimized in favour of virtual meetings via video or phone.
- Stagger work hours/lunch breaks.
- Avoid shaking hands.

For more information on physical distancing and how to stop the spread of COVID-19, visit the Government of Canada/Covid 19 website [here](#).
Health and Safety Precautions

Use these recommended hand hygiene practices:

- Wash your hands frequently for at least 15-20 seconds, using proper handwashing techniques.
- Avoid touching your face.

Visit www.germsmart.ca to view a video demonstrating proper technique for handwashing with soap and water.
Health and Safety Precautions

Hand Sanitizer

- Use hand-sanitizer (with greater than 60% ethanol or greater than 70% isopropanol) when handwashing isn’t possible.
- It is not a replacement for hand washing.
- It kills germs but does not remove them.

Alcohol based hand-sanitizer is available for purchase from UR Stores.

Visit www.germsmart.ca to view a video demonstrating proper technique using sanitizer.
Health and Safety Precautions

Practice Respiratory Etiquette

- Cough/sneeze into your elbow or cover nose/mouth with a tissue.
- Use disposable tissues and discard after use.
- Use good hand hygiene after having contact with respiratory secretions or using a tissue.
Health and Safety Precautions

Evaluate work/learning spaces for frequently touched items and clean frequently.

- Students, faculty, and staff are responsible for cleaning and disinfecting their immediate area. This includes personal items such as desks, laptops, computer stations, and other shared items with OxivirTB wipes.
- Custodial Services disinfects frequently touched surfaces in common areas, such as door handles, railings and elevator buttons.

Minimize sharing of items as much as possible. Clean items/workstations between use by different students, faculty and staff.

- E.g. laptops, phones, workstations, pens.
Campus Entry Points

To promote the health and safety of those on campus, there are four check-in points. All other doors are locked and access is not permitted. At each check-in station, you will be required to provide you University ID number, name, the room(s) you will be in, and the duration.

The campus can be accessed through one of the four access points between the hours of 7:00am to 8:00pm.

- Administration Humanities Building
- College West Building
- Dr. William Riddell Centre
- Centre for Kinesiology, Health and Sport – South Entrance
- Education Building
Health and Safety Precautions

Physical Distancing in Elevators

• Wear an approved face covering in all enclosed public spaces and when physical distancing is challenging – like an elevator.
• Observe the signs on the elevator, and those placed on the elevator floor.
• If possible, ride the elevator alone.
• Avoid directly touching high-touch surfaces, such as elevator buttons or handrails.
• Wash or disinfect your hands before entering and after leaving the elevator.
• Take the stairs when possible.
Health and Safety Precautions

Buildings and spaces around campus have changed and will require your attention. This may mean your normal route may no longer be an option.

Please be mindful of these changes.
Surface Disinfection

Cleaning and Disinfection

**Custodial Services** continues to clean and disinfect common touch points of buildings in service.

Custodial Services also cleans *commonly touched areas in public spaces which* include:

- light switches
- doorknobs
- toilets
- sinks and faucets
- handrails
- elevator buttons
Cleaning vs Disinfection

There is a BIG difference!

**Cleaning:** Removal of dirt, organic matter, dust, etc. from a surface or object. Cleaning works by using soap and water to physically remove dirt from surfaces. This process does not kill germs.

**Disinfection:** Kills germs on surfaces or objects by using chemicals. This process does not necessarily clean dirty surfaces.

It is very important to understand the chemical disinfectant you are using and how to use it properly. A heavily soiled surface may need to be cleaned before being disinfected. A disinfectant requires sufficient contact time to properly disinfect a surface.

Note all directions found on a disinfectant’s label, including the required contact time. Many disinfectants must be applied generously and allowed to air dry.

**OxivirTb wipes** are available at UR Stores and have been approved by the Saskatchewan Health Authority as an effective disinfectant for COVID-19.
Mask Information

Effective Tuesday, September 1 2020 Faculty, staff, students, and visitors, including vendors and contractors, are required to wear an appropriate face mask/covering in all indoor areas of campus facilities including classrooms, common areas, libraries, hallways, stairwells, elevators, and study/work areas. Face masks/coverings are also required in outdoor campus areas where social distancing is not possible.

Health Canada has created a short educational video to help the public learn how to properly wear a non-medical mask or face covering. Click the video to the right to watch.

Cloth masks are not personal protective equipment appropriate to protect you from airborne contaminants. They are, however, effective in reducing how often you touch your nose or mouth, and help contain droplets and particles when you breathe, talk, cough or sneeze.
Cloth Masks

An appropriate face mask or covering:

A disposable or reusable mask or other face covering that covers the mouth, nose and chin ensuring a barrier that limits the transmission of infectious respiratory droplets. All face coverings, whether disposable or reusable, must be made with at least two layers of tightly woven, breathable material; fully cover the nose and mouth and secure under the chin; fit snugly but comfortably against the side of the face; and be secured with ties or ear loops, allowing one to remain hands-free.

Masks fit people differently depending on their face shape, choose a mask that fits snugly and does not require adjustment/touching.
A cloth mask is intended to trap droplets that are released when the wearer talks, coughs or sneezes. Asking everyone to wear cloth masks can help reduce the spread of the virus by people who have COVID-19 but don't realize it.

Cloth face coverings are most likely to reduce the spread of the COVID-19 virus when they are widely used by people in public settings. Countries that required face masks, testing, isolation and social distancing early in the pandemic have effectively slowed the spread of the virus.
Cloth Masks

For those who elect to use a cloth mask, here are instructions for making cloth mask coverings.

Cloth Masks Should:

• Fit snugly but comfortably against face.
• Be secured with ties or ear loops.
• Preferably include multiple layers of fabric (2+).
• Allow for breathing without restriction.
• Be able to be laundered and machine dried on high.
Care and cleaning instructions for cloth masks

• Do not touch eyes, nose, or mouth when removing cloth masks.

• Masks should be changed when saturated from condensation, are wet, or after an event that may cause contamination.

• Cloth masks should be routinely washed in a washing machine.

• Wash hands with soap and water or apply hand sanitizer before and after removing cloth masks.
Mask Use

For information on when to mask, proper usage, availability, exemptions and more, visit the Health, Safety and Wellness COVID-19 Resource Page.
Self-Monitoring

• Students, faculty, and staff should self-monitor daily for COVID-19 symptoms. Notify your Faculty Administrator, Supervisor/Manager, or Instructor if you develop unexplained, new or worsening symptoms.

• If you have symptoms, stay home!

• Faculty Administrators, Supervisors/Managers and Instructors should develop plans for safe stoppage of work/teaching should symptoms arise. Supervisors and instructors must notify the U of R Healthy Workplace Advisor of any reported illness on any U of R campus.

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Self-Monitoring

Information on monitoring symptoms and evaluating your health from federal, provincial and local health authorities is constantly evolving.

To help slow the spread of COVID-19 and stay informed, consider utilizing resources like Health Canada’s COVID-19 App. This app allows you to do daily symptom tracking, keep up to date with the latest resources, updates and stats, as well as providing fast and efficient decision making on self-monitoring and testing.
Self-Isolation

The Government of Saskatchewan has mandated that three groups of people must self-isolate:

- Anyone returning from international travel (must isolate for 14 days)
- Anyone diagnosed with COVID-19 (follow advice of health care provider)
- Close contacts of confirmed COVID-19 cases

If a student or staff member has come in contact with someone who tested positive for COVID-19 and the student or staff member DOES develop symptoms, they are required to self-isolate until all of the following have occurred:

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<td>It has been at least 14 days since symptoms started</td>
<td>It has been at least 72 hours since the individual had a fever</td>
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For more information on when to self-isolate see the Government of Saskatchewan website Saskatchewan Self-Isolation.
Self-Isolation

• **STUDENTS** who are self-isolating must inform their instructor(s). Instructors will contact the U of R Healthy Workplace Advisor (see information below) who will, in turn, provide support for the student.

• **FACULTY AND STAFF** who are self-isolating must inform their Faculty Administrator/Manager or Supervisor who will contact the U of R Healthy Workplace Advisor (see information below) who will, in turn, provide support for the staff member.

University of Regina Healthy Workplace Advisor may be contacted by calling 306 337-2370 or email [health.safety@uregina.ca](mailto:health.safety@uregina.ca)
COVID-19 Response Plans

The University of Regina has developed a number of COVID-19 Response Plans for students, faculty, staff, and the wider university community.

See the COVID-19 Response Plans page and review the relevant information such as:

• What is the University Currently doing to reduce the risk of exposure/transmission?

• What are the response procedures if a student is ill?

• What are the response procedures if a faculty or staff member is ill?

• What will be done if a case/exposure/transmission of COVID-19 is confirmed on one of our campuses?
COVID Alert: Canada’s COVID-19 Exposure Notification App

The new COVID Alert app is designed to let Canadians know whether they may have been exposed to COVID-19.

How the app works
1. The app uses Bluetooth signals to exchange random codes with nearby phones with the app installed.
2. If someone you’ve come in close contact with later tests positive for COVID-19, they will receive a one-time key from their local health authority that they enter into the app.
3. You and others who have spent time (more than 15 minutes, less than 2 metres apart, over the past 14 days) near this person will be notified through the app that you may have been exposed.

For more information, visit the Public Health Agency of Canada.
Travel Information

Within Saskatchewan

If you plan to travel within Saskatchewan for non-essential or recreational purposes, be aware that there are guidelines and potential restrictions that could affect your trip.

Travel Outside Saskatchewan

Residents are advised to limit any non-essential travel outside of Saskatchewan, with the exception of those who live on border communities and are commuting for work. It is currently not mandatory that you self-isolate for 14 days upon your return from an out-of-province trip. Self-isolation remains mandatory for international travel.

Inter Provincial Travel

People who enter or re-enter Saskatchewan should self-monitor for 14 days and self-isolate at the first sign of even mild symptoms.

Residents from other provinces coming to Saskatchewan should observe all public health measures.

Visit Saskatchewan.ca for the most current COVID-19 Travel Information.
International Travel

Travel Outside Canada

To limit the spread of COVID-19, the Government of Canada advises avoiding all non-essential travel outside of Canada. If you must travel internationally, see Health Canada for what you need to know.

Returning to Canada

Travelers returning from international destinations (including the United States) are subject to a mandatory self-isolation of 14 days.

When you return to the province after a period of time in another country, it is mandatory to take the following measures:

- **Self-isolate** for 14 days.
- **Self-monitor** for respiratory or flu-like symptoms for 14 days.
- Consider preparations you can make in advance to ensure your comfort during this 14-day period.
- Call HealthLine 811 if you develop respiratory or flu-like symptoms.
- For general questions on travel recommendations and prevention measures, email COVID19@health.gov.sk.ca.
Returning to Campus

Every classroom, lab, theatre, and space that can be occupied on campus will have a Risk Assessment completed in consultation with Health, Safety, and Wellness.

The Faculty/Department/Business Unit Risk Assessment is available [here](#).

As Public Health measures may change depending on how our communities manage the virus, safety measures will evolve over time. Stay informed by accessing the University’s [website](#) main page for updated guidance.

If you have concerns about safety measures not being followed on campus, or have general concerns, report COVID-19 incidents [here](#).
Mental Wellness

The University of Regina recognizes that during this time of change many may feel uncertainty and fear along with an array of other emotions. There may be concerns that affect your decisions about how to best manage your health and the health of those around you.

In an effort to support you, we have put together a list of coping strategies and support resources to manage stress and anxiety amidst COVID-19.

For Mental Wellness Support resources, click here.
Emergency Services and Campus Security

The nature of work, study, and research has been altered due to physical and social distancing, as well as working and learning remotely. Low density strategies may increase the prevalence of working or studying alone, which carries risk.

In case of fire, medical, or other life-threatening emergencies first call 911.
• Notify Campus Security (306-585-4999) of all emergencies on campus

Campus Security is available 24 hours a day, 365 days a year with numerous programs and supports on campus.
• For more information on programs such as the Walk A Long program (safe walk to your vehicle or anywhere on campus or surrounding area) or Lone Worker program (support personal safety while working or studying alone) visit the Campus Security website or call 306-585-4999.
• Learn how to participate in and have access to the University of Regina’s Emergency Notification System (ENS)
Thank you for completing this training. We are all in this together!

Do your part in keeping yourself and those around you safe and healthy!