

# **Saint Anselm College H1N1 Preparations -- Fall 2009**

An ad hoc task force met to refine preparations for, and response to, the breakout of H1N1 flu. The group, chaired by Pat Shuster, vice president for administration, has representation from Student Affairs (Dean of Students, Residential Life and Education and Health Services), Information Technology, Facilities and Auxiliary Services (Physical Plant, Dining Services), Safety and Security, College Communications and Marketing, and the Dean of the College.

Maura Marshall, director of Campus Health Services, will be the primary contact with the New Hampshire Department of Health, American College Health Association, and the Centers for Disease Control and Prevention (CDC).

- The campus will use the Saint Anselm Web site as the main information source and means of communication for students, faculty and staff.
- E-mails will be sent to students, faculty and staff as needed.

## **PREVENTION & RESPONSE PLANS**

### **Health Services:**

- Communication sent to all incoming students outlining prevention strategies, contact information and health recommendations.
- H1N1 information/Q&A sessions held with individual departments, including Physical Plant, Information Technology, Safety and Security, Nursing, Student Affairs, and Dining Services.
- Students with flu-like symptoms will be strongly encouraged to recuperate at home—if residing within 200 miles from the college.
- Will contact the Office of the Dean of the College regarding student absences from class, due to the flu.
- Encourage all members of the campus community to be vaccinated for the seasonal flu. A vaccine clinic for the seasonal flu will be held on campus September 29, 2009.
- Develop protocols for the distribution of the H1N1 vaccine and serve as a registered clinical site for vaccine distribution.
- Implement a hand washing campaign by distributing posters for display in residence halls, campus bathrooms, and other public areas.

### **Dean of the College:**

- Communicate to Faculty the revised absence policy—one that might grant students a greater degree of leeway in the event of the flu or a relaxation of class attendance policies.
- Work in conjunction with Health Services and Residential Life to identify those students who cannot attend class because of flu; Associate/Assistant Dean of the College communicate that information to the faculty (as is standard practice).
- Ask students to remain in contact via email with Office of the Dean and with their professors about prolonged absences from class.

- Ask faculty to update (if necessary) their policies for making up missed papers, projects, and exams and to consider the enhanced use of online course sites (e.g., Blackboard) to transmit class materials and assignments in the event of a serious on-campus outbreak. Instructional Technology will assist any faculty member who needs help.
- Inform Faculty that if they become ill they should stay out of the classroom until fever free for 24 hours after stopping fever-reducing medications. They should be in contact with their department chair and the Office of the Dean so that their classes can be cancelled and their students notified. In the case of a prolonged faculty absence, the department chair will consult with the Dean of the College on a case by case basis to determine how best to cover the course.

### **Residential Life and Education:**

- Provide both active and passive programming in the residence halls to encourage good hygiene and etiquette.
- Responsible for distributing masks and disposable thermometers in the residence halls to students who exhibit flu-like symptoms or who request those items.
- Encourage affected students to recuperate at home whenever possible. Staff will help to make contacts and arrange transportation if needed.
- Staff will assist healthy students, (whose roommates are sick) to find alternative housing. To those in commutable range, offer the option of going home or to nearby and off-campus family/friends
- Communicate with all student residents asking for volunteers who will take others in on a temporary basis.
- Share with healthy students a list of local hotels that will offer them a discount, should they decide to stay there while their roommate recuperates.
- Residential Life staff will direct affected students to clean the common surfaces of their rooms before allowing in guests.
- Desk attendants will direct students to use the hand sanitizer at the entrance of the building.
- Students not in compliance with any mandated self-isolation directive, should it be given, will be met with judicial sanctioning and may be directed to go home for their recovery.
- Large hall gatherings in smaller residential hall public areas will be discouraged.

### **Dining Services:**

- Change out serving utensils more frequently (i.e., changing tongs each time a pan is replaced on the line).
- Sanitize all common surfaces and areas in the Servery more often throughout the course of the day and especially after large meal rushes. Pay particular attention to sanitizing all tray rails, salad dressing bottles, bulk candy scoops, pastry case and bottled beverage refrigerator door handles.
- Install a “sneeze guard” for the *Action Station*.
- Continue frequent cleaning and glove changing protocols.

### **Physical Plant**

- Hand sanitizers installed at the entrance of every campus building and in computer labs in the following locations: Goulet, Poisson, Academic Resource Center and the Institute of Politics.
- Clean and sanitize all common areas on a daily basis using a non-alkaline neutral (EPA registered) disinfectant cleaner with effective bactericide and virucide.
- Hang educational posters/signs regarding good hygiene practices (e.g., hand washing, respiratory etiquette) for public spaces frequented by large numbers of students, faculty, staff and visitors.
- Provide masks and gloves to custodial/housekeeping staff as needed.

### **CONTINUATION OF SERVICE**

- The Dean of the College will notify professors of students going home or self-isolating in residence halls.
- Departments/divisions will review and update their business continuity plans in the event of high absenteeism among faculty and staff.
- Faculty will consider how attendance policies might be adjusted and how students can make up missed classes, assignments and exams.
- Be prepared to implement a “social distancing” protocol that allows only classes and essential larger group gatherings for students.
- The Dean of Students Office, in conjunction with Health Services Center, will assure staffing of a direct telephone line for parents to provide updated information regarding the H1N1 flu and offering the option to speak directly to a College representative.
- In the event students cannot send friends to Davison to pick up meals, Dining Services and Residential Life staff will coordinate the delivery of meals.
- Dining Services will continue to have on hand sufficient amounts of supplies, specifically carry-out containers, disposable utensils, bottled water, juices, Gatorade, Sierra Mist and individuals servings of apple sauce, cereal and microwaveable soups.
- Health Services will employ a data collection system to track the number of known active cases of students (a) going home for recovery and (b) in self-isolation in the halls. Collect data related to daily number of initial symptom onsets, duration of illness, number in final stage (first day of fever free), number of light meals prepared for hall delivery, etc. Distribute information to appropriate members of the administration.

### **QUARANTINE DIRECTIVE**

#### **In the event of a QUARANTINE DIRECTIVE FROM CDC**

- Identify housing areas for quarantine and reassign the current students to different living space
- Train staff caring for those quarantined with protocols provided by CHS

- Develop a communication plan for students and parents
- Develop information releases from quarantine area
- Develop a recovery and location system (for progression out of quarantine area)
- Staff a dedicated Parent Call line

**In the event of students moving into Quarantine**

- Utilize common area lounges in Baroody Hall (females) and Hilary Hall (males) for isolation areas
- Move curtain partitions to area to allow privacy from building entry ways.
- Provide a list of what to bring to quarantine site for all those temporarily moving to isolation
- Ask affected students to move their room mattress to the quarantine site; to minimize mattress moving, ask Physical Plant to move over any extra mattresses in storage
- Order meal for flu patients and arrange with Dining Services for daily pick-up or delivery of meal trays to the quarantine area.
- Have a CHS nurse take temperatures daily of quarantined population
- Provide entertainment for those interested (board games, gaming stations, audio books, television, DVD player, etc.)
- Develop a re-entry system back to originally assigned housing (3-5 day duration)
- Organize laundry collections and cleaning; direct students to Daley Building to pick up cleaned clothes after discharge from quarantined area