

## Q&A Chat from Rush University Town Hall

Thursday, May 28, 2020

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Q: Are labs required (or just suggested) to submit an Excel "Lab-Ramp-Up" spreadsheet?

A: Yes, please ask them to submit to Chris Kanakis.

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Q: Are medical students or volunteers allowed in wet labs?

A: Yes, for medical students as long as they are following the same guidelines as have been discussed and are posted on the Rush research website. For volunteers please discuss with Dr. Andy Bean offline.

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Q: Is there one place where I can find all of the documents needed for lab and clinical research re-entry?

A: <https://www.rushu.rush.edu/about/novel-coronavirus-covid-19-information/research>

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Q: What is the game plan for the testing areas, METC and library in regards to capacity? The METC as well?

A: The library study space will be open June 8<sup>th</sup> only to students that are in approved clinical rotations. Once students are allowed to come in to classes the library will be open to these students while keeping social distancing.

There are re-entry plans being developed for the fall term that include METC and ATC, and we will notify stakeholders when more information is available.

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Q: If the lab group doesn't fill the excel spreadsheet, they don't have access to Cohn?

A: That is correct. You will have to fill out the spreadsheet so that badges can be added to the entry system. The revolving door will be locked allowing only badged entry.

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Q: Any re-entry information for staff of colleges and staff from the various divisions?

A: Yes, this “Employee Guidelines for Reorientation” document includes all current policies and information about returning to campus including: PPE Guidelines, Facemasks, WFH policy, Wellness Assistance Program, HR Resources, Physical Space & Building Access

<https://insiderush.rush.edu/news/Documents/Coronavirus%20Updates/Employee%20Guidelines%20051020%20final.pdf>

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Q: Will the nursing students have non-virtual immersion for the Fall Semester?

A: Immersion is scheduled to be live this term and will be live in the fall if feasible.

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Q: When will the HSM students start school?

A: HSM students are scheduled to restart the semester in the Fall as they always have. Teaching modalities may change to accommodate capacity and spacing needs.

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Q: So clinical research sites including Oak Park also need to fill out the lab ramp excel sheet?

A: Not for clinical research sites. Guidelines at the hospital should be followed and typically include social distancing, hand washing, and masks.

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Q: Will Armour still be restricted? If you utilize lab space within Armour will you be allowed to enter? Also what is the protocol for shared lab facilities such as the microscopy facility in Cohn?

A: AAC entry/egress will be restricted. Please see the diagram related to the laboratory re-entry plan as it is relevant for microscopy, tissue culture, and other small laboratory rooms. <https://www.rushu.rush.edu/about/novel-coronavirus-covid-19-information/research>

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Q: Are faculty required to take one week vacation by June 30, as well?

A: Yes. PTO should be used between May 27 through June 27.

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Q: What about faculty that are on "auto-pay" are they required to take the PTO, too?

A: With the Auto Pay plan, the employee tracks PTO with their manager. It is the responsibility of the manager and employee to ensure the mandatory 40 hours are taken.

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Q: My department has access to Cohn already. Do we need to fill out the spreadsheet or I would need to fill it out for my students who need access?

A: Please ask PIs to fill out the spreadsheet according to the social/physical distancing constraints in each lab. If it is a small lab but there are many staff please ask the PIs to schedule so that lab personnel can remain safe. Please send the completed spreadsheet to Chris Kanakis so that he can program the Cohn doors for entry access.

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Q: Many of my nursing classmates are planning to work at rush after graduation. How does that work with a hiring freeze?

A: The hiring freeze does not apply to frontline positions, or if covered under a grant funded position.

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Q: Any information on dates for staff from the various divisions and colleges to return to the AAC campus or will it remain a case by case situation as outlined in the Employee Guidelines for Reorientation

A: Your supervisor should be in contact with you about returning to campus. But we are still limiting University personnel because of community spread. There is a phased plan being developed for re-entry, but plans for the summer significantly restricts re-entry into AAC to only essential staff, and students in approved clinical rotations/labs.

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Q: What about researchers from Jelke that use equipment in labs in Cohen; that can't be scheduled in advance

A: We are trying to limit access to keep the population in Cohn as low as possible. There are 12 hour windows on the schedule. Please try your best to consider these windows when submitting your spreadsheet for Cohn access.

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Q: Can you confirm that the PTO usage requirement only applies to people who have at least 80 hours of PTO as of 5/17?

A: Yes, this is correct.

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Q: What are the plans for the Learning Management System (LMS)? Will we continue with Blackboard for another year or are we still looking to move to another platform?

A: We have evaluated the options and this process and vetting will continue. There is a decrease in capital so it may be delayed, but when the timing is better we will move forward.

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Q: Is there an update regarding bringing the candidates for the CON Dean search to campus?

A: This is tentatively scheduled for mid-July.

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Q: Our department was told that the mandatory PTO applies only to salaried employees. Is this correct?

A: Mandatory PTO does NOT apply to hourly employees.

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Q: So, there will be absolutely NO access to Armour for students until Fall?

A: Correct, unless they are in approved clinical/lab rotations. This is subject to change based on community spread of the virus or another surge.

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Q: Any restrictions to enter TOB?

A: You can still enter TOB but must follow the current guidelines for masking and temperature checks. Rush recommends that only essential personnel be on campus at this time. Please check with your supervisor for more information.

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Q: Can you please address new student access to counseling center services? Our new students were told that the counseling center is not accepting new students

A: The counseling center is working with current and existing students, and the Rush Wellness Assistance Program is working with new students.

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Q: Upon re-entry, how will over-crowding in the elevators, stairs, and other areas be handled?

A: Signs are being posted throughout all areas of the campus, including elevators and stairwells, to properly instruct on social distancing. We are controlling the number of individuals in the building which is all part of the fall re-entry plan.

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Q: I am a RUMC employee but work out of Rush Oak Park. I would follow the general guidelines of RUMC/University even though I am in a different building? Is there another Town Hall for Oak Park that I should listen to?

A: The policies/guidelines are consistent across all the Rush System for Health entities.

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Q: Will we be managing stairways and capacity on them? And protocol for passing each other on stairs?

A: Signs are being posted throughout all areas of the campus to properly instruct on social distancing.

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