

2021 Re-opening Plan

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University Re-entry Guiding Principles:

The New Normal

- 1** All activities and behaviors will be consistent with I CARE values and in **the best interest of the health and safety of students, staff, faculty and patients.**
- 2** Our commitment to **Learn, Discover, Thrive** will be fulfilled by high-quality education, research, community engagement, and an ongoing commitment to strategic growth in support of our vibrant university community, regardless of the modality or platform utilized.
- 3** The success of Rush University students, the quality of education delivered and the overall student experience remain **our top priorities.**
- 4** **Innovative and equitable** solutions will be utilized to the best of our ability to assure responsivity to issues in real time. Nimble, interprofessional and virtual approaches will contribute to these solutions.
- 5** The University will remain in **lockstep with RUSH** to assure consistency and coordination. Attention will be paid to mission-critical functions, including fiscal stability in uncertain times.
- 6** **We will respect each other,** understanding that the University is part of a larger organization from which we consistently benefit.
- 7** **Frequent and transparent communication** with students, faculty, and staff will occur at regular intervals in order to assure that information is timely and accurate.
- 8** Rush University **policy and decisions** will be made consistent with city, state and federal guidelines, restrictions and recommendations; with attention to the Centers for Disease Control and Prevention (CDC) and World Health Organization (WHO) guidelines; and in compliance with university and program accreditation requirements.
- 9** We will utilize a **blueprint for pandemic and crisis readiness** that will be updated periodically to assure the sustainability of the academy, and our commitment to training the next generation of health care providers and researchers.

State of Illinois Phases Overview

Rush University's plan to fully reopen the campus beginning August 2021 follows the state of Illinois' phased approach. The state of Illinois and Rush University are currently in Phase 5. If Illinois reverts to a previous phase, the University will also revert. A key guideline for each phase is to keep activities safe and appropriate to the requirement of the phase in effect.

Phase 1

Rapid spread

Armour Academic Center (AAC) restricted. Core University functions continued. All instruction migrated to remote platform.

Phase 2

Flattening

Courses remote. Measured re-entry and preparation for clinical rotations. Some labs open. Time-sensitive or COVID-19 research. Leaders on site only as essential.

Phase 3

Recovery

Courses remain remote. Some clinical rotation and lab students on campus. Nonessential research resumes. Leaders or staff on site only for essential program needs. Most staff remote. Gatherings of 10 people or less. Meetings should remain virtual.

Phase 4

Revitalization

Courses, labs and clinical rotations are blended virtual and on campus. Most facilities open with restricted schedules and capacity for social distancing. Leaders and staff needed to physically support students and faculty return as social distancing allows. Other leaders and staff continue to work from home. Meetings should remain virtual when possible. Students must have an academic reason to be in the building.

[Additional details here.](#)

Phase 5

Restored

Continuation of the new normal. Facilities and classrooms are open for students, faculty and staff to resume in-person academic activities.



Current Phase - August 2021

University Guidelines for Re-entry to Campus

When considering the re-entry of students, faculty and staff to campus, safety is the top priority for all. The following guidelines were established by the Rush University Command Center to provide a framework for re-entry. These guidelines will adhere to CDC guidelines and follow recommendations of state and local health officials.

Before Arriving to Campus

Before arriving to campus, students, faculty, and staff need to follow the university protocol to stay at home if experiencing COVID-19 symptoms or if diagnosed as COVID-19 positive. If you test positive for COVID-19, please notify **EmployeeCOVIDTesting@rush.edu** as soon as possible. Your protected information will remain secure, but the University will need to be notified of any positive cases on campus.

While on Campus

General guidelines

- Everyone entering campus will be provided with a hospital-grade mask that must be worn at all times.
- Appropriate hand washing is mandatory.

Student professionalism and compliance

Students are expected to adhere to all COVID-19 protocols and/or requirements when participating in clinical placements and experiential learning. Failure to comply with site requirements may result in delayed start dates or reassignment to alternative sites depending on availability.

Failing to adhere to the University requirements and guidelines can lead to professional student conduct issues that may result in disciplinary actions.



Campus Facilities

Rush University's campus facilities are fully reopened as of August 1, 2021. Classrooms, conference rooms and laboratories will return to pre-COVID-19 capacity limits for students, faculty and staff. All Rush University community members are expected to adhere to any COVID-19 protocols when visiting different areas of the Medical Center or clinical sites.

Students, faculty and staff are expected to adhere to the Medical Center's continued masking policy. It is for the benefit of all students, employees and visitors that mandatory masking is enforced throughout our shared campus. Masks can be removed when actively eating or drinking in designated areas.

Students, faculty and staff must continue to restrict in-person events and meetings that are not essential to learning. Please reach out to your program director or a representative from your college with any questions regarding on-campus classes and program activities.

The AAC facility has undergone a number of changes over the past 18 months. Rush University Bookstore is now located on

the second floor, next to the cafeteria. The first floor of AAC will be under construction until November 2021, as a new Starbucks location is opening there.

Coffee is still available to order in the cafeteria near the check out station.

Rush University also has a new designated prayer room located in the the library. The room formerly housed the rare book collection. This space is available for use 24/7.

The first floor entrance to the AAC will be open and accessible to students, faculty and staff.



Beginning August 2021

Student

Guidelines for University Re-entry

We are excited to reopen the Rush University campus in Fall 2021 with appropriate planning in place for a safe and successful term.

Please review and follow these guidelines and make use of the resources referenced here. The following does not serve as an exhaustive list, but instead as a guideline; colleges and programs may supplement items listed, based on specific needs.

University Safety Measures

- **Monitored building entrance**
A University ID is required for entrance.
- **Universal masks**
Everyone entering campus will be provided with a hospital-grade mask that must be worn at all times, except in dining areas.
- **Cleaning**
Enhanced cleaning processes have been instituted by our vendor, including advanced cleaning solutions, training for new procedures to address COVID-19, and doubling cleaning of high-use areas.
- **Hygiene procedures**
Hand sanitizer will be provided in every classroom, lab, and study area.
- **Rush shuttle**
The shuttle is running on a normal schedule with enhanced cleaning procedures. Drivers and riders must wear masks.

Student responsibilities while on campus

- Adhere to all safety procedures.
- Familiarize yourself with proper social distancing expectations.
- Adhere to the capacity requirements of shared spaces based on social distancing requirements.
- After using shared spaces, wipe down tables and any surfaces or equipment you touched. The facility cleaning service will clean shared spaces daily.
- Because masks or face shields cannot be worn during eating and drinking, unvaccinated individuals must maintain physical distancing of 6 feet in cafeterias, patios, or study areas while eating. Unvaccinated individuals are also required to perform hand hygiene before and after eating.
- Failing to adhere to the University requirements and guidelines can lead to professional student conduct issues that may result in disciplinary actions.

Student safety procedures

- Everyone is required to wear hospital-grade masks, not homemade or cloth masks.
- Universal masking (using hospital-approved masks) is required while inside any Rush building, which means you must wear a hospital-approved facemask at all times.
[\(Learn how to extend the use of your mask.\)](#)
- Use hand sanitizer and wash hands frequently following infection control guidance and communicated safety practices and expectations:

Wash your hands often with soap and water for at least 20 seconds. This practice is especially important after blowing your nose, coughing, sneezing or going to the bathroom, and before eating or preparing food.

If soap and water are not available, use a hospital-approved alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.

Avoid touching your eyes, nose and mouth with unwashed hands.

- The [Rush Wellness Assistance Program](#) has an abundance of resources available to students.
- Rush University's Office of Student Accessibility provides full support and guidance for students seeking temporary and permanent accommodations for disabilities to ensure the same access to programs, opportunities and activities at the University. To learn more about the Office of Student Accessibility, and how to apply for an accommodation, please [visit this site](#). If you have questions regarding accommodations or accessibility, please send your questions to studentaccessibility@rush.edu.

COVID-19 symptomatic students

- Do not come to campus if you have a cough, sore throat, fever or any other symptoms of a viral illness.

If you develop symptoms while on campus, immediately self-isolate and [schedule symptomatic testing via MyChart](#).

If you are completing a clinical rotation in an external site (other than Rush or Stroger) you need to adhere to the safety guidelines of your site.

- **If your test results are negative**, you are still required to stay home for a minimum of three days from the onset of symptoms. You may return to campus 72 hours after resolution of fever without fever-reducing meds and improvement of other symptoms. If symptoms are severe or worsen, please consult with your health care provider for follow-up care. No return to campus clearance is required.
- **If your test results are positive**, you will need to continue to self-isolate at home for a minimum of 10 days. If you tested positive at a non-Rush affiliated site, please email EmployeeCOVIDTesting@rush.edu with the result as soon as possible.

Please email EmployeeCOVIDTesting@rush.edu and identify yourself as a Rush University student with your positive result attached. Notification will be provided to the University and you will be contacted for return to campus clearance. If you had your testing at Rush, your test results will be released to you via MyChart. You will only receive a call if you do not have MyChart or to provide follow-up guidance for a positive result.

- **If you are tested outside of Rush**, you must submit any results to RUMC Employee and Corporate Health Services via email to EmployeeCOVIDTesting@rush.edu.

- **If you continue to have symptoms after day 10** that prevent return to campus clearance, you will be instructed to contact your health care provider for follow-up care.
- **Once cleared to return to campus by your health care provider**, you will bring proof of provider clearance to Employee and Corporate Health Services for return-to-campus clearance.
- **If someone in your class tests positive for COVID-19:**
Vaccinated students need to monitor their symptoms.

Unvaccinated students who wore masks throughout their time around that person and never took off their masks also need to monitor their symptoms.

Unvaccinated students who took off their masks while sitting around that individual would need to follow [CDC direct exposure guidelines](#).

AAC classrooms

- Classrooms are returning to previous capacity without a need to social distance for vaccinated individuals. Exempt individuals and those not fully vaccinated are expected to adhere to social distancing guidelines in the classroom if possible.

Research labs and clinical labs

- The Lab Research Normalization Task Force and the Clinical Research Normalization Task Force have outlined the procedures for a phased reopening of research. Please see details on the [COVID-19 Research page](#).

Campus services

- Study spaces have been reopened.
- The bookstore has relocated to the second floor next to the cafeteria.
- The first floor is under construction, as Starbucks is opening later this fall.
- The [Rush shuttle and the parking garage](#) will operate normally.
- Division of Student Affairs offices have returned to normal hours of operation from 8 a.m. to 4:30 p.m. Monday through Friday.

Student Vaccine Requirement

Achieving as close to universal vaccination as possible within our community is crucial to our ability to come together safely this Fall term. For this reason, beginning August 2021, Rush University will require students attending any in-person activities to receive a COVID-19 vaccination. This includes all educational, research, clinical, social activities, or any other University-sponsored events, whether held on or off the Rush University campus. Students enrolled in 100% remote programs are highly encouraged to receive the COVID-19 vaccine; however, they will not be required to adhere to this new vaccine policy.

How the COVID-19 vaccine verification process will work

Each Rush University college will track student COVID-19 vaccine compliance using the following process:

- **College of Nursing:** Students are required to upload proof of their COVID-19 vaccination records into the Exxat System.
- **Graduate College:** Students are required to upload COVID-19 vaccination records into the CastleBranch system. **Note:** Graduate College students who do not have CastleBranch access and who received their vaccine from a non-Rush site will need to upload their COVID-19 vaccine records to **Student_Health@rush.edu** using their official Rush email account.
- **College of Health Sciences:** Students are required to upload proof of their COVID-19 vaccination records into the CastleBranch system. Health System Management (HSM) residential students will send proof of their COVID-19 vaccine records to **Student_Health@rush.edu**.
- **Medical College:** Student vaccination records will be kept through Lifetime Medical Associates and entered directly into EPIC. Student with questions should call Lifetime Medical Associates at **(312) 942-8000** or send questions via email to **Mary_Nicholas@rush.edu**.

How to get vaccinated

If you have not been vaccinated, we encourage you to do so as soon as possible.



All students, faculty, and staff are encouraged to receive the vaccine at Rush. If you are interested in scheduling an appointment to get a vaccine at Rush, please fill out [this survey](#) and email **UnivCommandCtr@rush.edu**.

If you are not currently located near a Rush clinical site or would like to go to another provider for the vaccine, please make sure that the vaccine is on the approved list from both the [U.S. Food and Drug Administration](#) (FDA) and the [WHO](#).

Students enrolled in entirely remote programs are not affected by this vaccine requirement. However, remote learners are still encouraged to receive their COVID-19 vaccination.

Extension

Students should aim to have all vaccine documentation uploaded by the first day of Fall term. If you cannot complete this requirement by then, you must notify **Student_Health@rush.edu** that you need an extension.

University masking policy

Rush University Medical Center's policy still requires masking. Therefore, Rush University students, faculty, and staff are expected to wear hospital-grade masks while on campus except in dining areas.



Requesting an exemption to the mandate

Rush University will grant exemptions to the COVID-19 vaccination policy for medical or religious reasons, with appropriate documentation. Having had COVID-19 in the past is not a permissible exemption. Please follow [CDC guidelines](#) and/or contact your primary care provider regarding when to receive the vaccination after COVID-19 diagnosis. To request an exemption, please follow the directions below.

College of Nursing

If you are enrolled as a College of Nursing student and plan to submit a medical or religious exemption for the COVID-19 vaccination:



Please submit your documentation within the Exxat System.

Follow the submission guidelines in your Exxat profile's required documents section and provide documentation as listed.

If you are a Rush employee AND enrolled as a College of Nursing student:



In addition to submitting your exemption request within the Exxat System you will also need to submit the exemption request through the [Employee Immunization Exemption form](#).

College of Health Sciences

If you are enrolled as a College of Health Sciences student and plan to submit a medical or religious exemption for the COVID-19 vaccination:



Please submit your documentation within the CastleBranch System.

College of Health Sciences Health Systems Management (HSM) Residential students: If you plan to submit a medical or religious exemption for the COVID-19 vaccination, please submit your exemption request through the [Student Immunization Exemption form](#). If you are currently a HSM Residential Student AND a Rush Employee, please submit your exemption request through the [Employee Immunization Exemption form](#).

If you are a Rush employee AND enrolled as a College of Health Sciences student:



In addition to submitting your exemption request within the CastleBranch System you will also need to submit the exemption request through the [Employee Immunization Exemption form](#).

Graduate College

If you are enrolled as a Graduate College student and plan to submit a medical or religious exemption for the COVID-19 vaccination:



Please submit your exemption request through the Student Immunization Exemption form.

If you are a Rush employee AND enrolled as a Graduate College student:



Please submit your exemption request through the [Employee Immunization Exemption form](#).

Rush Medical College

If you are enrolled as a Rush Medical College student and plan to submit a medical or religious exemption for the COVID-19 vaccination:



Please submit your exemption request through the Student Immunization Exemption form.

If you are a Rush employee AND enrolled as a Rush Medical College student:



Please submit your exemption request through the [Employee Immunization Exemption form](#).



[A full list of updated FAQs are available.](#)

We appreciate all your efforts to keep our learning environment as safe as possible. We are confident that the new vaccination requirement will help our community come back together as quickly as possible.

Rush University COVID-19 Vaccination Policy FAQs

What is the Rush University COVID-19 Vaccination Policy?

[View the full policy here.](#)

Why is Rush University requiring the COVID-19 vaccine?

Rush University is committed to protecting the health and safety of our campus and neighboring communities.

Who is included in the COVID-19 vaccination policy?

This policy applies to all Rush University students who are returning to campus for any reason or anticipate needing to return to campus at any point. This includes students in onsite or hybrid programs.

Students who are enrolled in entirely remote programs and who do not come to campus are not required to submit proof of vaccination but are still strongly encouraged to receive the vaccine.

How does this policy affect clinical rotations or experiential learning opportunities off campus?

Students must adhere to the vaccination policies of their host sites during clinical rotations or experiential learning. A Rush University exemption does not include clinical rotations taken at non-Rush organizations. Students who do not comply with vaccine requirements may be delayed or reassigned to alternative clinical rotations depending on availability.

When will the policy take effect?

The policy was approved on July 15, 2021. Beginning August 2021 students will be required to submit proof of COVID-19 vaccination or a request for exemption.

Faculty and Staff

Guidelines for University Re-entry

When considering returning to campus, safety remains the top priority for everyone. The following guidelines were established by the University Command Center to provide a framework for re-entry.

Please review and follow these guidelines and make use of the resources referenced here. The following does not serve as an exhaustive list, but instead as a guideline; managing leaders may supplement items listed, based on departmental needs.

While on Campus

- **Monitored building entrance**

A University ID is required for entrance.

- **Universal masks**

Everyone entering campus will be provided with a hospital-grade mask that must be worn at all times.

- **Cleaning**

Enhanced cleaning processes have been instituted by our vendor, DFS, including advanced cleaning solutions, training for new procedures to address COVID-19 and doubling cleaning of high use areas.

- **Hygiene procedures**

Hand sanitizer and cleaning supplies will be provided in every work area.

- **Rush shuttle**

The shuttle is running on a normal schedule with enhanced cleaning procedures. Drivers and riders must wear masks.

Research labs and clinical labs

- The Lab Research Normalization Task Force and the Clinical Research Normalization Task Force have outlined the procedures for a phased reopening of research. Please see details on the [COVID-19 Research page](#).

Campus services

- The [Rush shuttle and the parking garage](#) will operate normally.

Faculty and staff safety procedures

- Everyone is required to wear hospital-grade masks, not homemade or cloth masks.
- Universal masking (using hospital-approved masks) is required while inside any Rush building, which means you must wear a hospital-approved facemask at all times in public areas.
- The Rush-issued mask may be removed when working in a private office with a door or alone in a work area where you can consistently maintain a six-foot distance from others.

[\(Learn how to extend the use of your mask.\)](#)

- Use hand sanitizer and wash hands frequently following infection control guidance and communicated safety practices and expectations:

Wash your hands often with soap and water for at least 20 seconds. This practice is especially important after blowing your nose, coughing, sneezing or going to the bathroom, and before eating or preparing food.

If soap and water are not available, use a hospital-approved alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.

Avoid touching your eyes, nose and mouth with unwashed hands.

- Stay home when you are sick.
- If you are feeling unwell and/or are experiencing symptoms such as fever, chills, cough, shortness of breath, rhinorrhea (runny nose), myalgia (body aches), sore throat and loss of taste or smell, you should [immediately schedule symptomatic testing via MyChart](#). Contact your manager as you would for any illness-related issues.
- The [Rush Wellness Assistance Program](#) has an abundance of resources available to all Rush faculty and staff.

Work schedule & availability

- Supervisors will initiate discussions with you regarding your exact return to work on campus and work schedule (your schedule will be based upon departmental needs). Revisit [Rush's Flexible Work Arrangement guide](#). Supervisors will initiate a discussion with you regarding your established work-from-home arrangement to determine whether this will continue as well as to verify that you have signed a WFH Attestation form.
- Clarify your vulnerability status (if applicable) with your managing leader. If you previously identified as a high-risk/vulnerable employee and received an email regarding this designation, review your Rush email for further details regarding the return-to-work process. For more information, review [this document](#) or email vulnerable_employees@rush.edu.

Feel free to proactively discuss with your supervisor the department's "new normal" practices and requirements of staff, addressing performance expectations, safety compliance, re-imagined outcomes, etc.

Faculty and staff responsibilities while on campus

- Adhere to all safety procedures.
- Familiarize yourself with proper social distancing expectations and proactively identify for your manager any concerns you have about your working space/area.
- You are responsible for cleaning/sanitizing your own high-use items (i.e., wipe down computer keyboard before and after use, wipe down workspace, etc.).
- Discuss the cleaning supplies you will need with your supervisor and where they can be obtained.
- After using AAC conference rooms, wipe down tables and any surfaces/equipment you touched. The facility's cleaning service will clean conference rooms daily.
- Lunches, snacks, etc., will either be brought from home and stored at your desk or purchased from local places, such as the cafeteria or Room 500.

Vaccination Process

Rush University Students

Please reach out to **UnivCommandCtr@rush.edu** for information on how to schedule a COVID-19 vaccine appointment at the Medical Center. COVID-19 vaccination appointments are also available in the community. Online resources such as [Zocdoc](#) and [vaccines.gov](#) can help locate a vaccine appointment near you.

Rush Employees, Faculty and Staff

All employees can schedule their vaccine in MyChart by navigating to **Visits → Schedule an appointment → Employee/Student COVID-19 Vaccine**.

Employees should enter their employee ID and answer the relevant questions to schedule their vaccine appointment. Employee vaccine appointments will be in the Employee and Corporate Health Services (ECHS) office in the Atrium Building, Suite 475. Employees that received their COVID-19 vaccination outside of Rush should submit their COVID-19 vaccination documentation to ECHS via email to **Employee_Health@rush.edu** or through the ECHS portal at [rush.edu/vaccinerecord](#).

Rush University Medical Center requires all staff, contractors and volunteers to be fully vaccinated for COVID-19 by October 1, 2021. Universal COVID-19 vaccination will strengthen our ability to protect the health and safety of our staff, help safeguard members of our community who are at the highest risk of developing serious disease from the coronavirus and bring us another step closer to resuming full operations.



You can view frequently asked questions about the employee COVID-19 vaccine requirement [here](#).

You can view more information, including the Rush COVID-19 immunization policy, [here](#).

Critical Dates

For Fall 2021

Aug. 20	First Financial Aid Disbursement (<i>RMC, CON, CHS, GC</i>)
Aug. 30	Classes Begin (<i>RMC</i>)
Sept. 6	Labor Day Holiday
Sept. 7	Classes Resume (<i>RMC</i>) and Begin (<i>CON, CHS, GC</i>)
Sept. 8	Census Date (<i>RMC</i>)
Sept. 16	Census Date (<i>CON, CHS, GC</i>)
Oct. 1	Next Academic Year FAFSA Opens
Nov. 25 - 26	Thanksgiving Recess (<i>No Classes</i>)
Nov. 29	Classes Resume
Dec. 3	Priority Date to Accept Financial Aid Package for Fall (All Colleges)
Dec. 13	Faculty Grading Opens in WebAdvisor
Dec. 11	15-Week Classes End (<i>CON, CHS, GC</i>)
Dec. 13 - 18	15-Week Final Exams (<i>CON, CHS, GC</i>)
Dec. 13 - 18	16-Week Classes End and Final Exams (<i>RMC</i>)
Dec. 17	Intent to Graduate and Degree Approval Forms Due (<i>December Graduates</i>)
Dec. 18	End of Term – Degree Conferral Date
Dec. 19 - Jan. 2	Term Break (<i>No Classes</i>)
Dec. 21	Grades Due

Important Registration Deadlines (RMC)

Sept. 3	Last Day for Late Registration / <i>Payment Arrangements Due</i>
Sept. 3	Last day to drop classes without receiving a “W” grade
Sept. 3	Last day to drop classes and receive a 100% refund
Sept. 10	Last day to drop classes and receive a 80% refund
Sept. 17	Last day to drop classes and receive a 60% refund
Sept. 24	Last day to drop classes and receive a 40% refund
Oct. 1	Last day to drop classes and receive a 20% refund
Nov. 26	Last day to drop a course with a “W” grade

Important Registration Deadlines (CON, CHS, GC)

Sept. 10	Last Day for Late Registration / <i>Payment Arrangements Due</i>
Sept. 10	Last day to drop classes without receiving a “W” grade
Sept. 10	Last day to request to audit a course
Sept. 10	Last day to drop classes and receive a 100% refund
Sept. 17	Last day to drop classes and receive a 80% refund
Sept. 24	Last day to drop classes and receive a 60% refund
Oct. 1	Last day to drop classes and receive a 40% refund
Oct. 8	Last day to drop classes and receive a 20% refund
Dec. 3	Last day to drop a course with a “W” grade



Rush University Fall 2021 Reopening Plan

Excellence is just the beginning.