



June 30, 2020

Dear Class of 2021 Student Pharmacists,

I hope this email finds you and your family well.

The SCP Reopening Task Force, Faculty and Staff have been hard at work creating procedures and implementing processes for all SCP In-Person Activities this Fall semester. These procedures are built based on institutional and CDC guidelines with everyone's safety in mind.

Meticulous adherence to self-monitoring, hand washing and other personal hygiene, wearing masks and using other personal protective equipment, and physical distancing when done all together dramatically decrease the risk of transmission of COVID-19 infection. It is up to each individual to strictly adhere to these precautions and the procedures for the educational experiences to be safe and effective. Failure to follow these procedures may result in a Professionalism Complaint Form written up and you will be asked to leave the in-person activity.

All SCP students are required to submit their Campus Reopening Training Certificate to their Student Navigator (Jill Jernigan, [Jill.Jernigan@unthsc.edu](mailto:Jill.Jernigan@unthsc.edu) – Class of 2021) by August 1<sup>st</sup> <https://learnhsc.bridgeapp.com/>.

The attached Procedures apply to all Students, Faculty, Staff, and Guests participating in any essential In-Person Activities. During the weeks of In-Person Activities, students will receive communication from SEAS presenting information and required steps that must be followed in order to participate in the activity. If you are unable to participate in the activity (COVID-19 related or not) and have received an excused absence, SEAS members will be in contact with you to discuss possible make-up options.

*Note:* While we don't have any in-person on-campus activities planned for the Class of 2021, we do plan to have virtual mandatory meetings at 1 pm on the last Friday of APPE Blocks (end of APPE afternoon).

It is our hope that by everyone following these Procedures and Handouts we will create a safe environment for everyone to participate in these In-Person Activities and facilitate a high level of learning for you.

Any additional questions not answered by the [Frequently Asked Questions](#) may be submitted to Austin Luna, Senior Program Manager and SCP Reopening Task Force Chair [Austin.Luna@unthsc.edu](mailto:Austin.Luna@unthsc.edu).

We thank everyone for their patience and please remember to be kind to each other during this unique situation. Please be assured that as the situation evolves, we will adjust. We plan to continue communicating further details in the coming weeks and months. We welcome comments and suggestions to consider as well.

S. Suresh Madhavan  
Dean, UNT System College of Pharmacy

Attachments/Links:

- SCP Reopening Procedures
- HSC Worksafe Guidelines
- [FAQs](#)

### SCP Essential In-Person Activities Procedure

**Application of Procedure.** This procedure applies to all students, faculty, staff, and guests participating in In-Person activities (e.g., Labs, OSCE, Lecture Recordings) at the University of North Texas System College of Pharmacy. (UNTSCP or SCP).

<b>When</b>	<b>Procedure</b>	<b>Responsible Party</b>
Before In-Person Activity	Facilities will be notified of the In-Person Activity so that they may thoroughly clean and disinfect the rooms being utilized.	SEAS and Facilities
Before In-Person Activity	Students scheduled to come on campus for an In-Person Activity are expected to complete the Campus Reopening Training module by August 1 <sup>st</sup> by visiting < <a href="https://learnhsc.bridgeapp.com/">https://learnhsc.bridgeapp.com/</a> >. The Training certificate must be sent to the appropriate Navigator: Jill Jernigan for SCP class of 2024 and class of 2021; Julie Herrmann for SCP class of 2022 and class of 2023.	Students
Before In-Person Activity	Faculty and staff set to come on campus for an In-Person Activity are expected to complete the Campus Reopening Training module by August 1 <sup>st</sup> by visiting < <a href="https://learnhsc.bridgeapp.com/">https://learnhsc.bridgeapp.com/</a> >. The Training certificate must be sent to Brenda Sihotang, Senior Executive Assistant, at <a href="mailto:Brenda.Sihotang@unthsc.edu">Brenda.Sihotang@unthsc.edu</a> .	Faculty and Staff
Before In-Person Activity	Guests scheduled to come on campus for an In-Person Activity are expected to complete the Campus Reopening Training module 7 days prior to the activity. The Training certificate must be sent to the appropriate Navigator.	Guests
Before In-Person Activity	SEAS will verify and place the Training certificates from individuals participating in the In-Person Activity in the corresponding Shared Drive folder.	SEAS
Before In-Person Activity	On the day of an In-Person Activity, all participants must complete a Self-Screening Qualtrics Survey before arriving on campus to check-in. If Self-Screening identifies symptoms of possible COVID-19, individuals must not attend In-Person Activity and contact appropriate SEAS member. Students must submit an excused absence via their Student Portal.	Students, Faculty, Staff, and Guests

Before In-Person Activity	All participating individuals will come to campus prepared with a face mask, adhere to the HSC Worksafe Guidelines (see attached), and line up at the correct designated spot for the activity to check in. It is emphasized that all individuals use the restroom prior to arrival. Restrooms can only accommodate one person at a time.	Students, Faculty, Staff, and Guests
Before In-Person Activity	Check-In stations will be equipped with additional face masks, hand sanitizers, alcohol wipes, infrared thermometer, a laptop with a badge reader, and cold-water bottles.	SEAS
Before In-Person Activity	All participating individuals will badge in with their ID and have their temperatures checked. If a temperature reading is over 100.3°F, individuals will be allowed one recheck after 15 minutes have passed. Individuals rechecked with a reading over 100.3°F must not attend In-Person Activity, and contact an appropriate SEAS member, and follow the HSC Worksafe Guidelines (see attached). Students must submit an excused absence via their Student Portal.	Students, Faculty, Staff, and Guests
Before In-Person Activity	After check-in, individuals will be directed to a holding room. Individuals must wait there until the event is ready to start and they are called on to enter the activity room. The room will be able to accommodate physical distancing.	SEAS
During In-Person Activity	Individuals will keep face masks on and adhere to the HSC Worksafe Guidelines.	Students, Faculty, Staff, and Guests
During In-Person Activity	Students will follow any additional Lab/OSCE instruction given by Instructors.	Students
During In-Person Activity	Instructors will clean and disinfect surfaces used in between lab sessions.	Faculty and Staff
After In-Person Activity	Individuals must vacate the room and are not allowed to linger in the building or access lockers	Students, Faculty, Staff, and Guests
After In-Person Activity	Facilities will be notified that the In-Person Activity has ended so they may thoroughly clean the rooms that were utilized.	SEAS and Facilities

# STAY SMART. STAY STRONG. STAY SAFE.



## HOW ARE YOU FEELING?

Go home if you are sick or experiencing any of the following:

Cough  
Chills  
Shortness of breath  
Headache  
Muscle pain

Loss of taste or smell  
Sore throat  
Fever over 100.3  
Diarrhea or vomiting  
Repeated shaking with chills



## TEAMWORK FROM AFAR!

Are you approved by your supervisor to return to campus?

While here, limit group sizes and maintain social distance.



## PRACTICE HAND HYGIENE

Wash your hands with soap and water for at least 20 seconds.

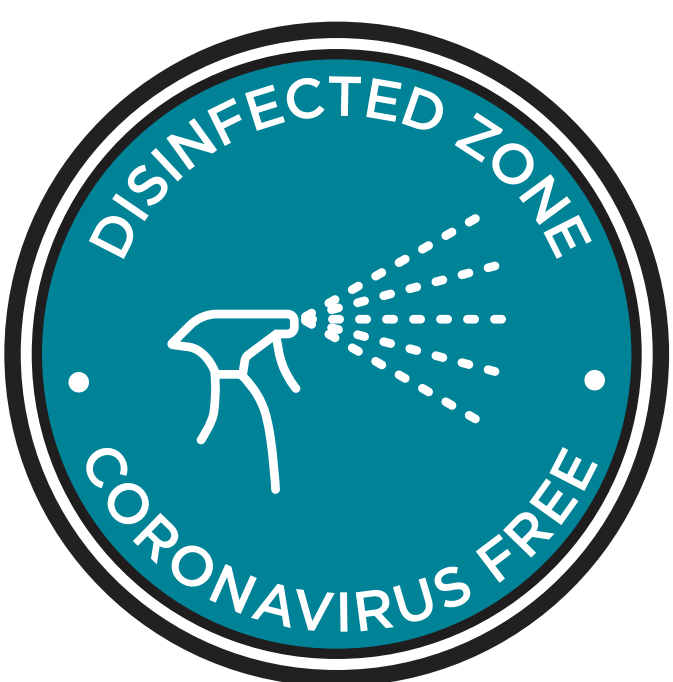
Use hand sanitizer frequently.

Avoid handshakes and other interactions that could spread germs.



## REDUCE THE RISK

It is required that all students, faculty, staff and visitors wear a face covering on the HSC campus.



## SANITIZE YOUR SPACE

Wipe down high-touch surfaces in your workspace at the start of your shift.

