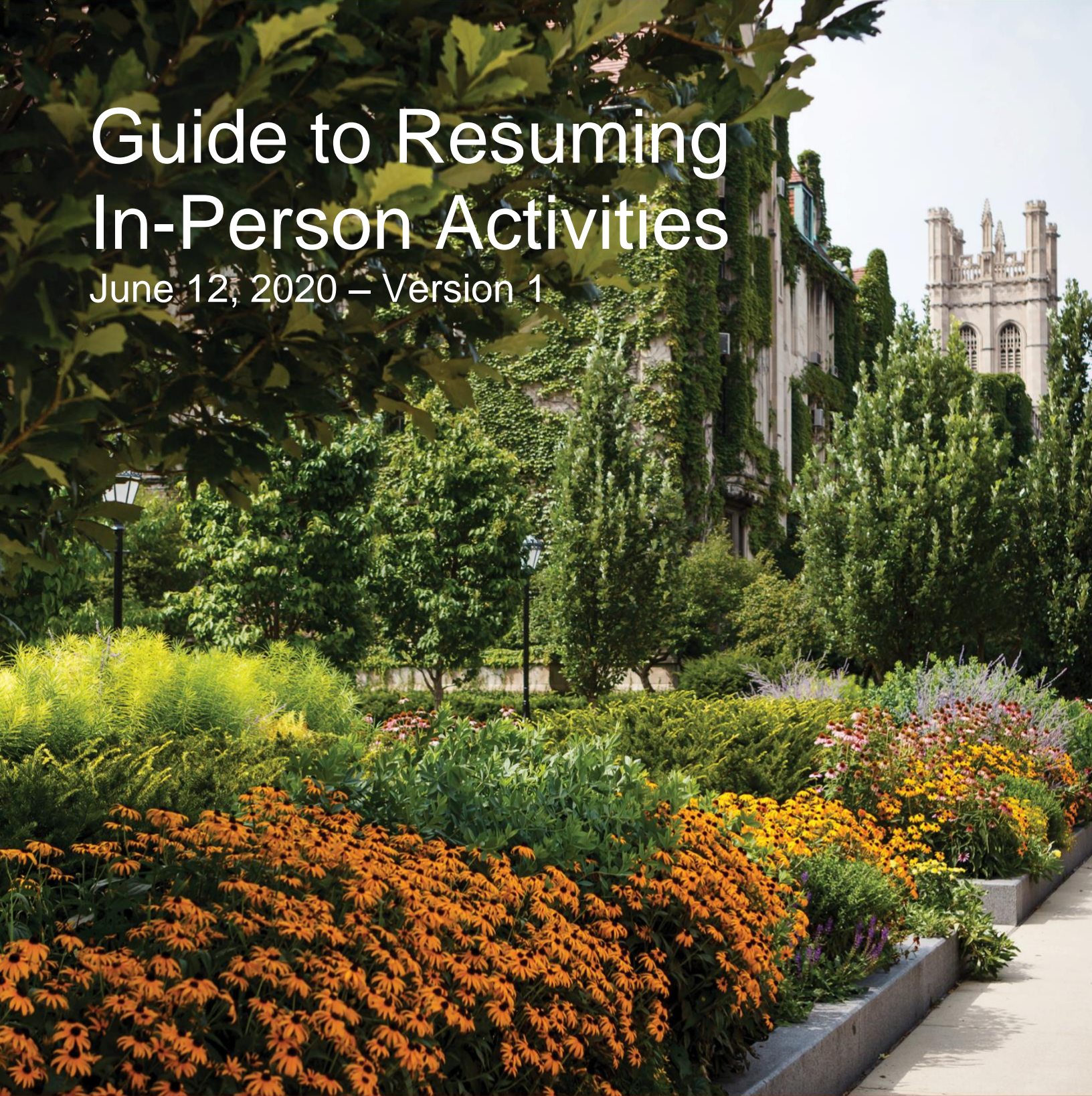


Guide to Resuming In-Person Activities

June 12, 2020 – Version 1



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This Guide will be updated regularly.
Please check goforward.uchicago.edu
for the latest version.



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I. Introduction

The safety and wellbeing of all members of our University community are of paramount importance. As in-person work, research, study, and teaching activities increase in University spaces over the next few months, we are using guidance from healthcare experts at UChicago Medicine, the Centers for Disease Control and Prevention, and others to implement COVID-19 safety precautions and best practices.

This guide outlines specific practices that will help our campus community begin to return to in-person activities in University facilities safely, as well as information related to supporting individual health and wellness. This guide complements resources for academic and unit leaders and managers that aim to support them as they prepare for your return. You can find more information on plans for in-person resumption of University activity at the [UChicago Forward website](https://goforward.uchicago.edu) (goforward.uchicago.edu). As plans and procedures evolve, updates to this guide and other information will continue to be posted on goforward.uchicago.edu and you should also watch for further communications from the University and your unit leaders.

Many of you have adapted your work, research, teaching, and learning this spring in inspiring and creative ways to further the University's research and education missions in the virtual environment. Shifting into a new period of hybrid activities this summer, with some activities in University buildings and others at home, will provide its own challenges. We know our community will rise to these challenges and hope you will share ideas and things you learn with us at COVIDstaffup@uchicago.edu.

We all have important roles to play in looking out for one another and keeping each other safe. Wearing face coverings, washing our hands regularly, staying home when we feel unwell, and adhering to distancing guidelines are some of the ways we contribute to keeping others, and ourselves, safe. In addition, with both physical and mental health challenged in times like this, it is critical that we attend to wellness beyond COVID-19 prevention. You'll find resources to support that important priority here as well.

If you have questions not addressed in this guide or on the [UChicago Forward website](https://goforward.uchicago.edu) (goforward.uchicago.edu), please contact your manager/supervisor or email coronavirusinfo@uchicago.edu.

Thank you for your continued commitment to UChicago, our community, and each other.

II. University Facility Types and Locations

UChicago facilities range widely in layout and function, and while much of the University is in Hyde Park, many UChicago employees, faculty members, other academic appointees, students, and postdocs work, research, study, and teach in downtown Chicago, across the U.S., and around the world. This guide provides broadly-applicable guidance with the expectation that your academic or unit leader or manager will provide additional information that pertains to your given location and facility type.

Unit- or Building-Specific Information

Your academic or unit leader or manager may provide instructions specific to your team, location, or type of space (e.g., research laboratory, offices, classrooms) to supplement the broad requirements and recommendations here. If you are unsure how this guide will apply in individual circumstances such as your specific space configuration, common areas, etc., please contact your manager/supervisor.

Non-University-Owned Buildings and Locations Outside Chicago

Some of the guidance here is specific to Chicago locations and University-owned buildings. If your operations are outside Chicago or in buildings the University doesn't own, different local policies and guidance may apply to you. Please contact your manager/supervisor if you have questions about specific requirements or guidance for your location. Meeting local requirements is mandatory, but in cases where the University's guidance is more conservative than local requirements, we recommend additionally following the University's guidance.

III. Health and Wellness

Personal Health

Daily Self-Monitoring

It is critical that we all monitor our health, including each day at home before going to University spaces. According to the CDC, possible COVID-19 symptoms include:

- Fever or chills
- Cough
- Shortness of breath
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- New gastrointestinal symptoms

Not all COVID patients have a fever, so being fever-free doesn't necessarily mean being COVID-free. **Taking all potential symptoms seriously is important.**

Please consult the [CDC's list of COVID-19 symptoms](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) for updates as more information is learned (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>).

If You Have Symptoms of COVID-19 or Have Experienced Such Symptoms Within the Past 10 Days

- If you are ill, have COVID-19 symptoms, or have experienced such symptoms within the past 10 days, you must stay home, promptly inform your supervisor or academic leader, and either contact the UChicago Medicine COVID-19 triage hotline for screening at 773.702.2800 or consult with your healthcare provider.

- Stay home. Limit contact with others as much as possible. This means staying in a specific area away from other people, and, if possible, using a separate bathroom.
- Take extra precautions to prevent exposure to people who may be at higher risk for severe illness from COVID-19. If unsure, consult the [CDC's guidance on people who may be at higher risk](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html) and contact your healthcare provider (<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html>).
- If you become ill away from home, limit your exposure to others immediately. You should return home in a way that limits your exposure to others. Contact your healthcare provider and notify your manager/supervisor by phone or email.
- Report a confirmed or presumptive COVID-19 diagnosis to C19HealthReport@uchicago.edu so that the health and safety of others in our facilities can be addressed.

Staying Home With COVID-19 Symptoms or to Quarantine

Employees who have tested positive for COVID-19, are suspected to have COVID-19, or are symptomatic are required to stay home until both of the following criteria have been met:

- At least 10 days have passed since symptoms first appeared;
- At least 3 days (72 hours) have passed since recovery—defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath)

The 3 days fever-free may occur within the 10 days from first appearance of symptoms, so this stay-at-home period will be minimally 10 days and possibly longer.

If you have been exposed to others who are symptomatic or who have tested positive within the last 14 days, you must self-quarantine for 14 days from the date of first exposure. If you have recently returned from international travel within the last 14 days, you are required to stay home. In such cases, you must self-quarantine for 14 days from the day of return from travel.

According to the CDC, self-quarantining is used to keep someone who might have been exposed to COVID-19 away from others. Someone in self-quarantine stays separated from others, and they

limit movement outside of their home or current place. A person may have been exposed to the virus without knowing it or they could have the virus without feeling symptoms. Quarantine helps limit further spread of COVID-19.

See the [CDC's information on quarantine and isolation](https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html) for more guidance
(<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html>).

Wellness

As we begin to return to in-person activities while maintaining health practices such as social distancing and wearing face coverings, we encourage you to attend to other aspects of mental and physical wellness.

Staff and Faculty Assistance Program (SFAP)

The Staff and Faculty Assistance Program is available for employees and their loved ones, and has telehealth appointments with counselors available through Zoom conferencing, by phone, and through the service's instant message feature. See [more about the SFAP from HR](https://humanresources.uchicago.edu/benefits/EAP_Flyer_COVID-19_Support.pdf)
([https://humanresources.uchicago.edu/benefits/EAP Flyer -COVID-19 Support.pdf](https://humanresources.uchicago.edu/benefits/EAP_Flyer_COVID-19_Support.pdf)).

Visit [Perspectives](https://www.perspectivesltd.com) (<https://www.perspectivesltd.com>) to find additional resources (username: UNI500 / password: perspectives). Select the News Alert at the top of the home page. You can also call 800.456.6327 if you would like to speak with a trained counselor.

BCBSIL Telehealth Expansion for BCBSIL Members

This expanded telehealth benefit is for BCBSIL PPO and HMO members and is separate from the telehealth services currently offered to eligible members by MDLIVE®.

- For PPO members, this is for medically necessary services with an in-network PPO provider who offers telehealth services. If a PPO member sees an in-network provider who offers telehealth services, those telehealth services will now be covered as a regular office visit.

- For HMO members, this is for medically necessary services from providers in their medical group who offer telehealth services. If an HMO member sees a provider within their medical group who offers telehealth services, those telehealth services will now be covered as a regular office visit.

Telehealth visits currently include 2-way, live interactive telephone communication and digital video consultations, which can allow concerned members to connect with their physicians while reducing the risk of exposure to contagious viruses or further illness.

Additionally, through the 24/7 Nurseline, registered nurses are available to members to answer general health questions and guide members to the appropriate level of care. See the number on the back of your BCBS ID card.

This expansion is meant to offer flexible options to members and reduce the spread of COVID-19, influenza, etc.

For additional information, visit the [BCBS COVID-19 Telehealth Extension page](https://www.bcbsil.com/covid-19-employers/alerts-announcements/may-21-2020-telehealth?WT.mc_id=ILEMAPRI1261550) (https://www.bcbsil.com/covid-19-employers/alerts-announcements/may-21-2020-telehealth?WT.mc_id=ILEMAPRI1261550)

UCHP (Aetna) Telemedicine Visits

UCHP (Aetna) members will have zero copays for telemedicine visits for any reason. Currently, this service is expected to extend until September 30, 2020; however, the date is subject to change. See the [Aetna COVID-19 information page](https://www.aetna.com/individuals-families/member-rights-resources/need-to-know-coronavirus.html) (<https://www.aetna.com/individuals-families/member-rights-resources/need-to-know-coronavirus.html>). UCHP (Aetna) members are encouraged to use telemedicine as their first line of defense in order to limit potential exposure within physician offices. Cost sharing will be waived for all video visits through the CVS MinuteClinic app.

Video Visits at CVS Pharmacy MinuteClinics

Anyone can use a MinuteClinic. MinuteClinics offer patients the opportunity to request a Video Visit in 40 states and Washington, D.C. Cost is waived if you are covered by CVS for Rx benefits.

Additional Benefits Information

Additional information can be found in the [Benefits Information-COVID-19 flyer](https://humanresources.uchicago.edu/benefits/Benefits%20Information%20-%20COVID-19.pdf) ([https://humanresources.uchicago.edu/benefits/Benefits Information - COVID-19.pdf](https://humanresources.uchicago.edu/benefits/Benefits%20Information%20-%20COVID-19.pdf)). You can also find more information on the [UChicago Benefits website](https://humanresources.uchicago.edu/benefits) (<https://humanresources.uchicago.edu/benefits>).

University of Chicago Medicine (UCM) now provides virtual visits. To schedule an appointment go to <https://www.uchicagomedicine.org/> or call 1.888.824.0200.

Student Wellness

Students also have access to a wide array of UChicago services to support their mental and physical health regardless of their insurance. From medical, counseling, and psychiatric care, to after-hours telemedicine, to a 24/7 Therapist-on-Call, these services remain available to students during remote operations. Links to helpful information are included below:

- [Student Wellness website](https://wellness.uchicago.edu) (<https://wellness.uchicago.edu>)
- [Get Help Now webpage](https://wellness.uchicago.edu/get-help-now/) (<https://wellness.uchicago.edu/get-help-now/>)
- [Options for Care one-pager](https://d3qi0qp55mx5f5.cloudfront.net/wellness/i/basic_pages/Options_for_Care_Spring2020_3.pdf?mtime=1591386417)
(https://d3qi0qp55mx5f5.cloudfront.net/wellness/i/basic_pages/Options_for_Care_Spring2020_3.pdf?mtime=1591386417)

IV. Health in University Facilities

Individual Situations

If you have been instructed to return to in-person activities and have concerns about doing so due to a medical condition or other factors that place you or someone you live with in a higher-risk group, consult with your Academic Affairs Administrator or the Office of Equal Opportunity Programs for academic appointees, your Dean's Office for postdoctoral researchers, your HR Partner for faculty and staff, or your Dean of Students for students to explore your options.

If you are unsure whether you or someone you live with is considered higher-risk, please consult the [CDC's guidance on what may constitute higher risk](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html) and contact your healthcare provider (<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html>).

Health Assurance and Symptom Monitoring

Anyone returning to campus (faculty, other academic appointees, staff, and students) will be required to complete a [short training program](http://ehsa.uchicago.edu/training) (<http://ehsa.uchicago.edu/training>) in advance. Individuals will be required to sign an [electronic form](https://covid19attestation.uchicago.edu/) (<https://covid19attestation.uchicago.edu/>) affirming that they will comply with safety precautions, including reporting of positive cases, and that they will self-monitor for symptoms related to COVID-19.

Specifically, you must attest that, to the best of your knowledge, you:

- Do not have any symptoms (based on the CDC's list of symptoms, which include cough, shortness of breath, fever, chills, muscle pain, headache, sore throat, stomachache or loss of taste or smell);
- Have not been exposed to someone who tested positive;
- Have not tested positive; and
- Have followed the University's latest guidance on travel-related quarantine.

If you do not attest to these statements, you must stay home.

Bringing and Procuring Safety Supplies

If preferred, you are welcome to bring your own personal hand sanitizer, disinfecting wipes, and cloth face coverings with you when you return to in-person activities. While in University spaces, however, you are not expected to provide or procure your own supplies. University colleagues will have the ability to purchase common COVID related supplies (disposable masks, hand sanitizer and surface cleaner) through an internal BuySite catalog. Academic and other unit leaders and managers have been asked to provide information on additional unit-specific necessary supplies to a central procurement process. If you are concerned about the availability of supplies, we encourage you to contact your manager/supervisor.

Face Coverings

In keeping with the CDC's recommendation to use cloth face coverings in public settings, the University will require employees to wear face coverings **properly*** in common areas on campus (these include open-plan and multi-person offices, break rooms, elevators, lobbies, etc.) and when in the presence of others. Face coverings have been shown to help slow the spread of the virus, particularly from people who may be unaware they have the virus and could transmit it to others.

The University will provide two (2) cloth face coverings per employee. Your academic or unit leader or manager will provide more details on how masks will be distributed. Please note:

- Reusable cloth masks are preferred, but single-use masks are an option as backup.
- You should wash cloth masks at home with detergent between uses.
- Disposable masks should only be used for one day and must then be placed in the trash.

***Proper use** includes making sure your mask covers your nose and mouth, and that you can breathe through it. There are unusual situations where wearing a cloth or paper mask is not allowable, as in some research laboratories where they may present their own safety risks. Local leaders are working to provide additional guidance, and if you have a concern about the safety of

wearing a mask, please speak to your manager/supervisor. Accommodations will be made for employees with health conditions preventing them from wearing a face covering.

You can find more information about making, wearing, and cleaning cloth face coverings on the [CDC's face coverings webpage](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html) (<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>).

Key Health Practices

Social Distancing

Social distancing is one of the best ways to slow the spread of the virus, and employees who return to campus are required to follow social distancing guidelines. This means maintaining physical distance (approximately 6 feet) from others, avoiding gathering in groups, and staying away from crowded places.

Since people can spread the virus before they know they are sick, it is important to keep a distance from others whenever possible, even if you or they don't have symptoms.

Social distancing is a critical safety precaution for in-person activity. Spaces, as well as individual and team responsibilities, vary across campus and your unit and site may implement processes and protocols specific to local needs. However, the following general guidelines apply across spaces:

- Keep at least 6 feet between yourself and others whenever possible.
- Pass with purpose: there are situations, for example in corridors, where people will need to pass with less than 6 feet of separation. As long as both people are using face coverings properly and pass briefly, this is okay. Limit movement around indoor spaces and do not linger in hallways.
- Use only your own phone, computer, and other equipment and avoid shared equipment and supplies to the extent possible.
- If you must use shared equipment, wipe down the equipment before and after use (if feasible and safe for the equipment) and wash your hands. Avoid touching your face.

- Avoid in-person gatherings and ensure that any meetings that must take place adhere to the latest state/city limits on the number of people who can gather.
- Communicate with others by email, instant message, or phone rather than face-to-face when possible.

Handwashing and Sanitizer

In addition to social distancing, handwashing is one of the best ways to help prevent the spread of the virus.

- Wash your hands frequently with soap and water for at least 20 seconds, especially after you have been in a public place, touched surfaces often touched by others, and after blowing your nose, coughing, sneezing, or eating.

If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol.**

Cover all surfaces of your hands and rub them together until they feel dry. If you are unsure whether your unit has access to hand sanitizer, please reach out to your manager/supervisor. Unit leaders and managers have been given information on how to procure some bulk supplies for their units as necessary.

Sneezing/Coughing Hygiene

Covering coughing and sneezes is key to helping prevent the spread of COVID-19. Please follow this guidance:

- If you are in a private area and don't have your face covering on when you cough or sneeze, use a tissue to cover your mouth and nose. Throw used tissues in the trash immediately.
- If you don't have a tissue, cough or sneeze into your elbow, not your hands.
- Wash or sanitize your hands immediately **after blowing your nose, coughing, or sneezing.**

Cleaning and Disinfection

The University is enhancing building cleaning schedules and processes on campus, especially in high-traffic areas and on high-touch surfaces.

Even with enhanced cleaning, it is important for us all to evaluate how we work, research, teach, and learn in our spaces and to spot clean accordingly. For example, multi-user equipment such as copiers and scanners should be cleaned before and after use. Local leaders are working to have supplies and instructions specific to your space available.

Personal Effects

Decorative or infrequently used items on desks should be kept to a minimum to simplify cleaning of surfaces.

V. University Spaces and Situations

It is important that we contribute to improving safety in University spaces. Many practices are new to all of us, and we need to learn from our experiences. We aim to continuously evaluate and improve our safety measures. If you have ideas for your specific area or for the University, you can discuss them with your manager/supervisor and submit them to COVIDstaffup@uchicago.edu. If anyone in the University community has concerns about safety practices for in-person activities, they can reach out to support teams through the [UCAIR](https://ehs-prd-01.uchicago.edu/ehsa-ucair/InjuryIllnessIndexUOFC-IT.html) (<https://ehs-prd-01.uchicago.edu/ehsa-ucair/InjuryIllnessIndexUOFC-IT.html>) accident/incident reporting system and experts will work to address concerns.

Moving Between Spaces

Arrivals & Departures

On-campus buildings are locked and access-controlled until later phases of reopening, and you will need your UChicago ID to enter. Unit leaders will determine who needs access granted and they have been asked to provide the names of employees who need to enter their buildings to a central contact. Access will be granted to those individuals once it has been verified that the individual has

completed the online COVID-19 training and attestation process. Please contact your manager/supervisor or unit leader if you have questions.

If you have lost or misplaced your UChicago ID, you may [arrange to get a new ID card](#) through the ID & Privileges Office (<https://rooms.lib.uchicago.edu/reserve/carding>).

During the initial phases of the return to in-person activities, your leader or manager may implement staggered start and end times for members of your team to limit the number of people arriving or departing at any given time. It is important to adhere to the schedule as much as possible, contact your manager/supervisor if adjustments are needed.

Maintain social distancing as you enter and exit buildings and avoid stopping or pausing at lobbies and entryways. If possible, use disposable wipes when gripping door handles and discard them immediately.

Hallways, Corridors & Stairways

Whenever possible, continue to stay at least 6 feet from others and wear your face covering as you move through hallways, corridors, and stairways. Move with purpose and avoid pausing to talk to passersby.

Stairways are still considered fire egress pathways, and therefore stairway doors should not be propped open; stairway doors must completely shut when closed.

Elevators

Elevator usage must follow social distancing guidelines. If others are on the elevator before you get on and you cannot maintain 6 feet of distance between yourself and other riders, please wait for the next elevator.

People with health conditions who are most vulnerable to severe illness from COVID-19 may most need to use elevators and be most concerned about social distancing. You can help by taking the stairs when possible.

Getting around UChicago's Hyde Park campus

UChicago continues to run its normal schedule of campus shuttles, and the local CTA buses also remain available for transportation around campus. Shuttle service may be modified as more information becomes available on employee schedules.

The latest information on transportation around the UChicago campus and a downloadable copy of the University's Transportation & Parking Guide can be found at the [Safety & Security website](https://safety-security.uchicago.edu/services/university_shuttles/) (https://safety-security.uchicago.edu/services/university_shuttles/). University shuttles and Hyde Park-area buses can also be tracked in real time using the [Transloc website](https://uchicago.transloc.com/) (<https://uchicago.transloc.com/>).

In addition to shuttle service, the University provides a Safety Escort Program around the Hyde Park Campus through UCPD. This program is available to all members of the University community. If you are concerned about your safety as you walk within the UCPD's patrol area, call 773.702.8181 and request a safety escort. The first available patrol or security officer will be sent to escort you to your destination.

Navigating Within University Spaces

Individual Spaces

Cubicles and shared or open-plan offices

Your leader may adjust space layouts, seating assignments, and schedules to facilitate social distancing. Do not stand and talk over cubicles to others or enter another employee's cubicle. As multiple people sit in and pass through these spaces, guidance for common areas (masking, social distancing, cleaning surfaces) apply as specified in Section IV.

Private offices

Only one person should be in the office at a time, unless 6 feet of distance can be consistently maintained. If more than one person is in a room, face coverings must be worn at all times. It is recommended that you wear a face covering in your office even if alone, as it will help protect cleaning staff.

Common Areas

Restrooms

Keep 6 feet from others when using shared restrooms. In smaller shared restrooms, consider waiting to use the restroom until it is empty or there is only one other person using it. Wash your hands for at least 20 seconds prior to leaving the restroom.

Lobbies and breakrooms

Keep at least 6 feet away from others when in lobbies, breakrooms, lounges, and other common spaces and do not linger. In some cases, departments and units may choose to temporarily close shared spaces.

Departments and teams are encouraged to facilitate social distancing in these spaces, for instance, by removing some chairs or posting signs reminding people to stay 6 feet apart.

Please sanitize surfaces you used or touched when you are finished in the space.

Meals/eating

Before and after eating, wash your hands for at least 20 seconds. Since you will be unable to wear your face covering while eating, increased social distancing of 8 feet (4 foot bubble around yourself) is required. When eating in a common area, wear your face mask until right before you eat, and replace it immediately afterward. Do not sit or stand facing others.

Avoid using shared dishes or utensils. Disinfect surfaces before and after using, including the table, refrigerator and sink handles, microwave door and buttons, etc. If possible, consider eating in your office area or outside.

Meetings

To help maintain social distancing, meetings should be held using online collaboration tools (e.g., Zoom, Teams, etc.) rather than in-person when possible, even if attendees are on campus.

If a meeting must take place in person, please follow these guidelines:

- Adhere to the latest state and city limits on the number of people allowed to gather.
- Maintain at least 6 feet of separation from one another throughout the meeting.
- All attendees must wear masks.
- Attendees should clean surfaces before leaving the meeting room.

Visitors & Travel

Visitors

Only essential, approved visitors (e.g., those repairing or installing required equipment) are allowed on campus at this time. The University expects every person who comes to a University facility, whether as an employee, faculty member, other academic appointee, student, postdoctoral researcher, visitor, contractor, or volunteer, to adopt precautions designed to mitigate the risk of viral transmission, as outlined on the [UChicago Forward website](https://goforward.uchicago.edu) (goforward.uchicago.edu).

Consider whether there are virtual or remote options to prevent the need for visitors. For instance, instead of having someone come to campus to repair equipment, consider whether the equipment can be shipped for repair.

All visitor activities must be coordinated with the individuals responsible for these activities (e.g., heads of building, shipping/delivery, etc.) to ensure proper safety arrangements are in place. Approved visitors' hosts must record visitors' presence in buildings (name, company, date, times, areas of building) and report the information to their unit's COVID-19 response leaders. If you believe you will need to host a visitor, please speak to your manager/supervisor so that they can follow the approval process.

Travel

The University is continuing the suspension of university-sponsored international and domestic travel until further notice. The U.S. State Department and Centers for Disease Control and Prevention are continuing to advise avoiding all nonessential international travel due to widespread ongoing transmission. Travelers returning from international travel should not come to campus for 14 days. For updates on travel guidelines, visit [UChicago's Coronavirus Updates website](https://coronavirusupdates.uchicago.edu) (<https://coronavirusupdates.uchicago.edu>).

If you have recently returned from international travel within the last 14 days, you are required to stay home. In such cases, you must self-quarantine for 14 days from the day of return from travel.

VI. Contacts and Resources

UChicago Hyde Park Campus Updates

Coronavirus Updates

- [UChicago Coronavirus Updates website](https://coronavirusupdates.uchicago.edu) (<https://coronavirusupdates.uchicago.edu>)
- Email: Coronavirusinfo@uchicago.edu

Latest UChicago Ramp Up Information

- [UChicago Forward website](https://goforward.uchicago.edu/) (<https://goforward.uchicago.edu/>)

Health & Reporting

Covid-19 Case Reporting

Anyone who tests positive for COVID-19 and has been in a University-owned or -operated facility must contact C19HealthReport@uchicago.edu so that the health and safety of others in our facilities can be addressed.

Safety Reporting

If anyone in the University community has concerns about safety practices in University spaces, they can reach out to support teams through the [UCAIR](https://ehs-prd-01.uchicago.edu/ehsa-ucair/InjuryIllnessIndexUOFC-IT.html) (https://ehs-prd-01.uchicago.edu/ehsa-ucair/InjuryIllnessIndexUOFC-IT.html) accident/incident reporting system and experts will work to address concerns.

Benefits

For general HR questions, contact your unit's HR Partner. For benefits information, visit the [UChicago Benefits website](https://humanresources.uchicago.edu/benefits/) (https://humanresources.uchicago.edu/benefits/)

COVID-Specific Resources

For information and benefits resources related to COVID-19, go to the [Human Resources page dedicated to COVID-19 information](https://humanresources.uchicago.edu/benefits/covid19.shtml) (https://humanresources.uchicago.edu/benefits/covid19.shtml).

Staff & Faculty Assistance Program

Perspectives, the Staff and Faculty Assistance Program vendor, offers phone counseling, resources to help manage stress and anxiety, and back-up child-care resources, among other benefits. Access Perspectives by calling 800.456.6327 or visiting <https://www.perspectivesltd.com> (username: UNI500 / password: perspectives).

Student Wellness Resources

- [Student Wellness website](https://wellness.uchicago.edu) (https://wellness.uchicago.edu)
- [Get Help Now webpage](https://wellness.uchicago.edu/get-help-now/) (https://wellness.uchicago.edu/get-help-now/)
- [Options for Care one-pager](https://d3qi0qp55mx5f5.cloudfront.net/wellness/i/basic_pages/Options_for_Care_Spring2020_3.pdf?mtime=1591386417)
(https://d3qi0qp55mx5f5.cloudfront.net/wellness/i/basic_pages/Options_for_Care_Spring2020_3.pdf?mtime=1591386417)