

Program/Course Health & Safety Form

HCAP 1130 (Pathway) L10 & L11

Labs 1810/20 and 1830/40

Date: 2/23/2021	Campus: Langley
Faculty: Health	Program: HCAP
Date of first group of students on campus: 5/25/2021	Date of first group of students to leave campus: 7/27/2021
Date of second group of students on campus (if needed): 5/25/2021	Date of second group of students to leave campus (if needed): 8/3/2021
Number of students anticipated on campus and on which days: May 25 (Tues) =16 (8 in am & 8 in pm) lab 1810/1820 May 25 (Tues) =16 (8 in am & 8 in pm) lab 1830/1840 June 1st (Tues) =16 (8 in am & 8 in pm) Lab 1810/1820 June 1st (Tues) =16 (8 in am & 8 in pm) Lab 1830/1840 June 8 (Tues) =16 (8 in am & 8 in pm) Lab 1810/1820 June 8 (Tues) =16 (8 in am & 8 in pm) Lab 1830/1840 June 15 (Tues) =16 (8 in am & 8 in pm) Lab 1810/1820 June 15 (Tues) =16 (8 in am & 8 in pm) Lab 1830/1840 July 6 (Tues) = 16 (8 in am & 8 in pm) Lab 1810/1820 July 6 (Tues) = 16 (8 in am & 8 in pm) Lab 1830/1840 July 13 (Tues) = 16 (8 in am & 8 in pm) Lab 1810/1820 July 13 (Tues) = 16 (8 in am & 8 in pm) Lab 1810/1820 July 20 =16 (8 in am & 8 in pm)	Number of employees on campus to support this program and on which days: One faculty and one Lab Educator (BCGEU) per day (? <u>instructor</u>) will teach lab on Tuesdays Instructor Name: Sonayna Rana

<p>Lab 1830/1840 July 20 =16 (8 in am & 8 in pm) Lab 1810/1820 July 27 =16 (8 in am & 8 in pm) Lab 1830/1840 July 27 =16 (8 in am & 8 in pm) Lab 1810/1820 Aug 3 =16 (8 in am & 8 in pm) Lab 1830/1840 Aug 3 = 16 (8 in am & 8 in pm) Lab 1810/1820 Every Tuesday: AM lab = 1st group of 8, split into 4 per ½ lab (1830/1840) PM lab = 2nd group of 8 split into 4 per ½ lab (1830/1840) AM lab = 3rd group of 8 split into 4 per ½ lab (1810/1820) PM lab = 4th group of 8 split into 4 per ½ lab (1810/1820) Total # of students 32</p>	
<p>Rationale for why students need to be on campus: Students need to practice essential nursing and care provider skills in a lab setting to be prepared to provide competent care to patients in health care settings during practicum. This will enable students to meet the learning outcomes of the program</p>	
<p>Have you informed the Registrar of the scheduling requirements for this course? Yes/no and when informed? This will be done once approved by the Provost</p>	
<p>PPE requirements for students, faculty, and staff (quantity needed). Will work in collaboration with Procurement in obtaining PPE. Gloves and masks will be provided when distancing cannot be maintained (e.g. supporting a demonstration) All students and employees will follow the latest COVID precautions, guidance, expectations, and restrictions as set out by KPU, WorkSafeBC, and BC's Chief Public Health Officer. Students and employees must wear a cloth medical or cloth non-medical mask in indoor common spaces on all KPU campuses. This includes but not limited to: classrooms, hallways, corridors, washrooms, lounges, elevators, atria and study areas, the Libraries, and the Bookstore. When you are outdoors on campus, please wear a mask unless you can guarantee</p>	

that you can stay at least 2m/6ft away from others at all times.

Has there been consultation with the Faculty OH&S Committee or the instructor? (provide details).

Maryam Garrecht sent the safety plan to David F. on March 8, 2021 (cc to Sharon Leitch)

Students must conduct Covid-19 self-assessment prior to arriving on campus and attending class and faculty will be wearing a mask at all times (and all employees).

Safety Plan for Employees and students:

- Need 1 faculty member and 1 lab educator (support staff) per day
- Maximum of 8-10 students in at one time for 2-4 hours at a time (typically 2 hours)
- Students who self-identify feeling unwell, fever, colds, or sore throat will be asked to participate in virtual/online learning activities until a date when they feel better
- Socializing in groups without physical distancing will not be permitted
- Students stay in the same room for the duration of the lab learning
- Pre-prep for labs will be completed virtually/online allowing for students to come in and practice essential skills only
- Labs will be conducted in rooms 1810/1820/1830/1840, with the wall between the two rooms collapsed to allow for delivery of labs in both rooms with adequate space between people
- Upon entering the building via the South entrance, follow the directional arrows on the floor to the lab
- Faculty members, staff, and students will wash their hands upon entrance to the lab
- Follow directional arrows on the floor to fill first room 1820 then 1810 (maximum of 5 students, 1 faculty member, and one staff member in each room)
- Maintain a physical distance of at least 2 meters at all times
 - if required to be in close proximity to provide feedback or view a procedure then both the student and the faculty/staff member will wear a mask and gloves
- Do not touch your face, nose, and/or eyes
- Each student will use their own supplies
- At the end of the lab, clean the area (bed, overbed table, bedside table, mannequin, supplies) using disinfectant
- All disposable supplies and equipment such as syringes and swabs will be discarded
- Wash hands in room 1820 following direction arrows on the floor and exit the lab
 - Room 1820 will empty first then those in 1810 will follow the arrows into 1820, wash hands and exit
- Follow the directional arrows in the hallway to the exit doors from the building

Submitted by: Sharon Leitch, Acting Ass. Dean

Approved by Provost and VPA:
Dr. Sandy Vanderburgh

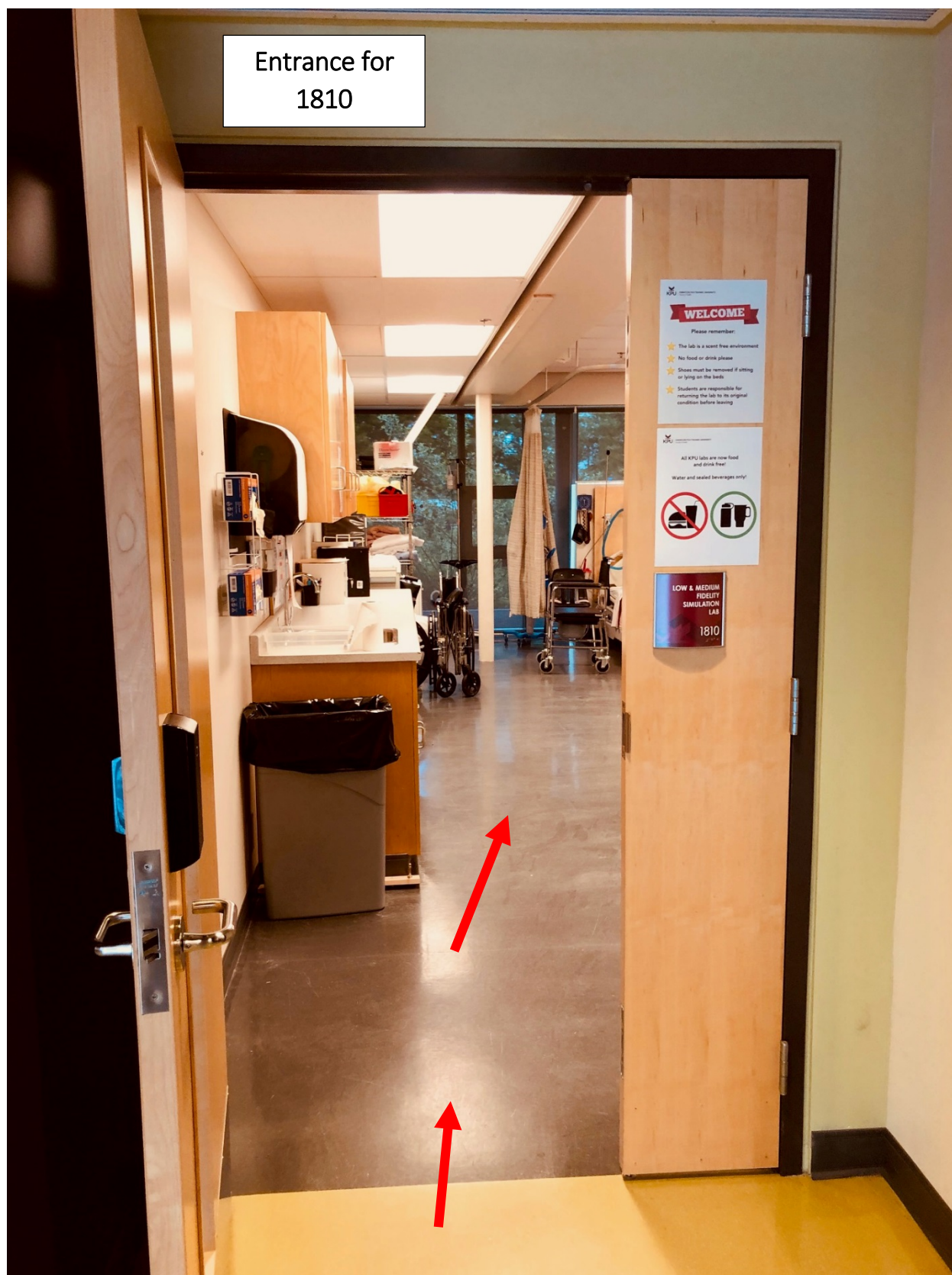
Signature: Click or tap here to enter text.
Date: Click or tap to enter a date.

Approved by Special Advisor to the President on Covid-19:	Signature: Click or tap here to enter text. Date: Click or tap to enter a date.
Approved by the Office of Health & Safety Name: Click or tap here to enter text.	Signature: Click or tap here to enter text. Date: Click or tap to enter a date.

Insert sketch(es) of classroom arrangement and “flow of students” here.

Please note, rooms 1830 and 1840 are mirror images of rooms 1810 and 1820 and are set up exactly the same - pictures have been attached of rooms 1810 and 1820 for reference

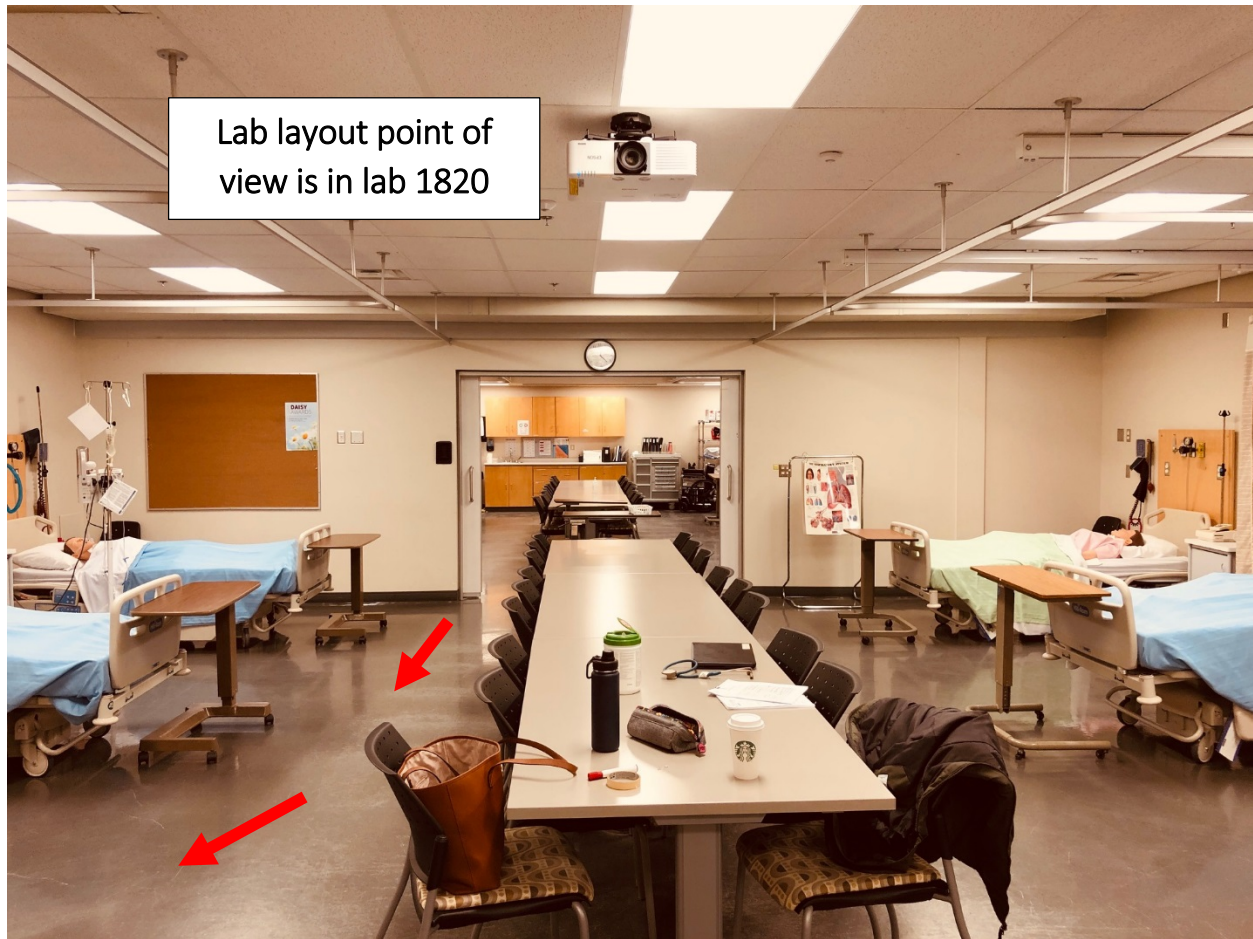
FOH Lab Layout



FOH Lab Layout



FOH Lab Layout



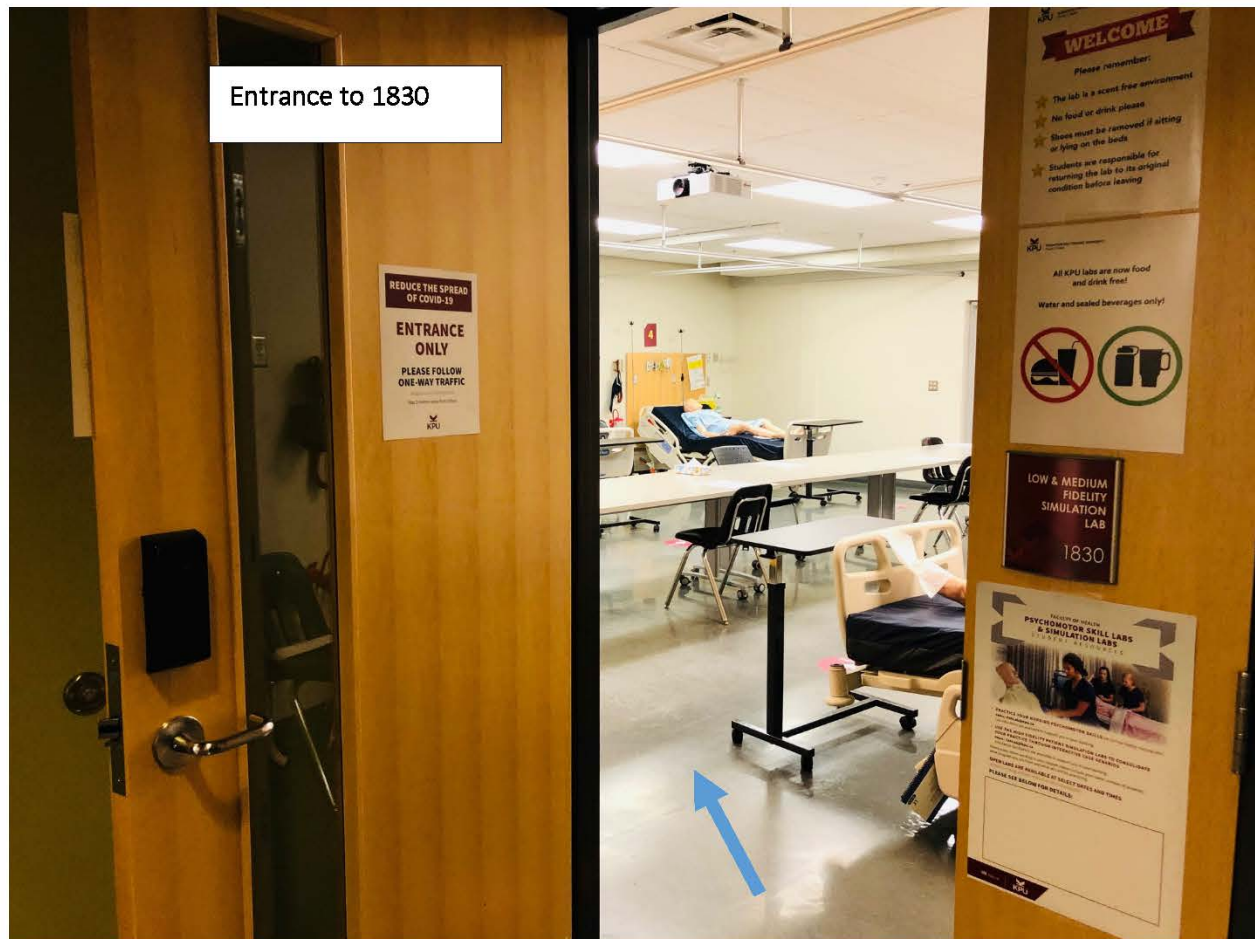
FOH Lab Layout



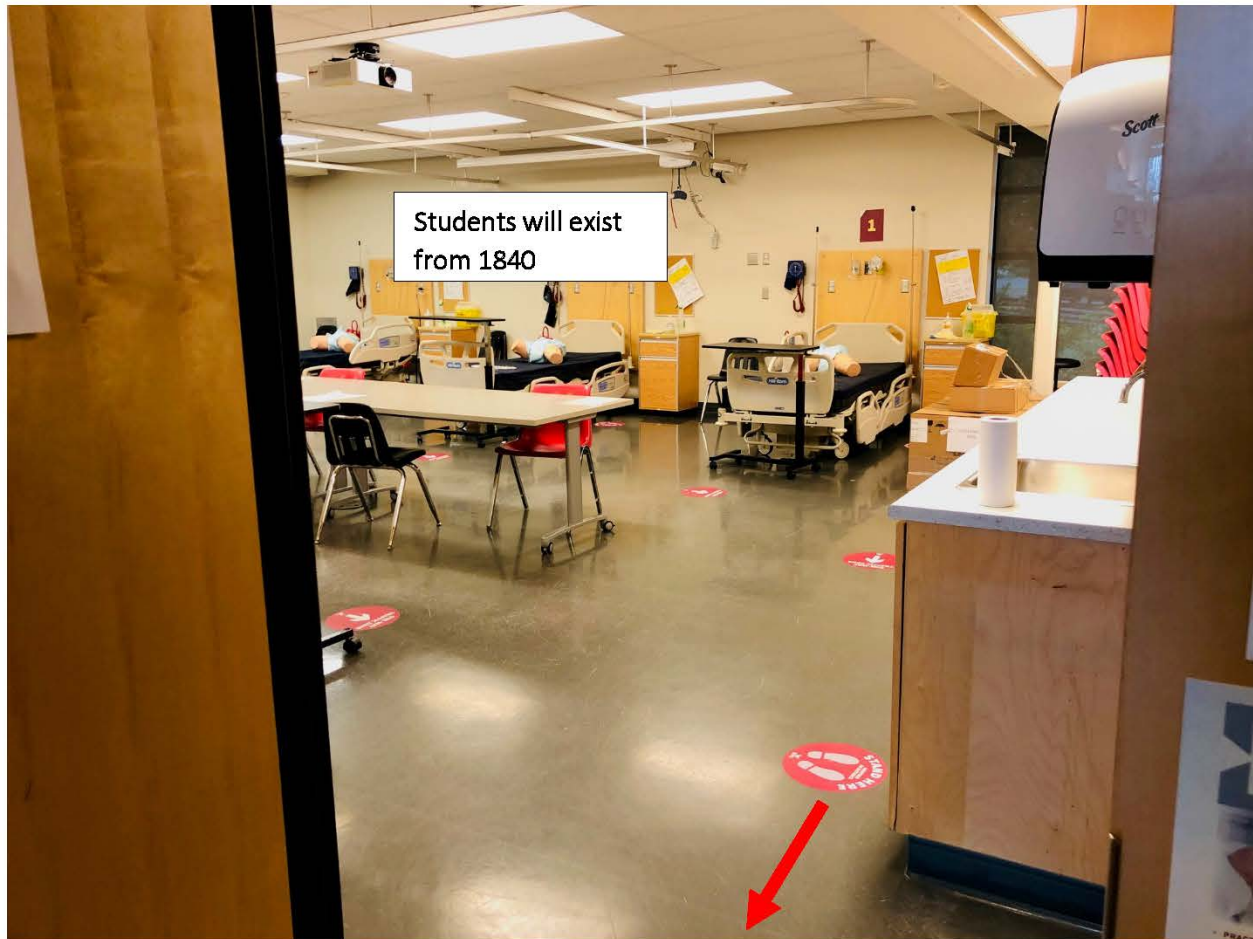
FOH Lab Layout



FOH Lab Layout



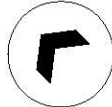
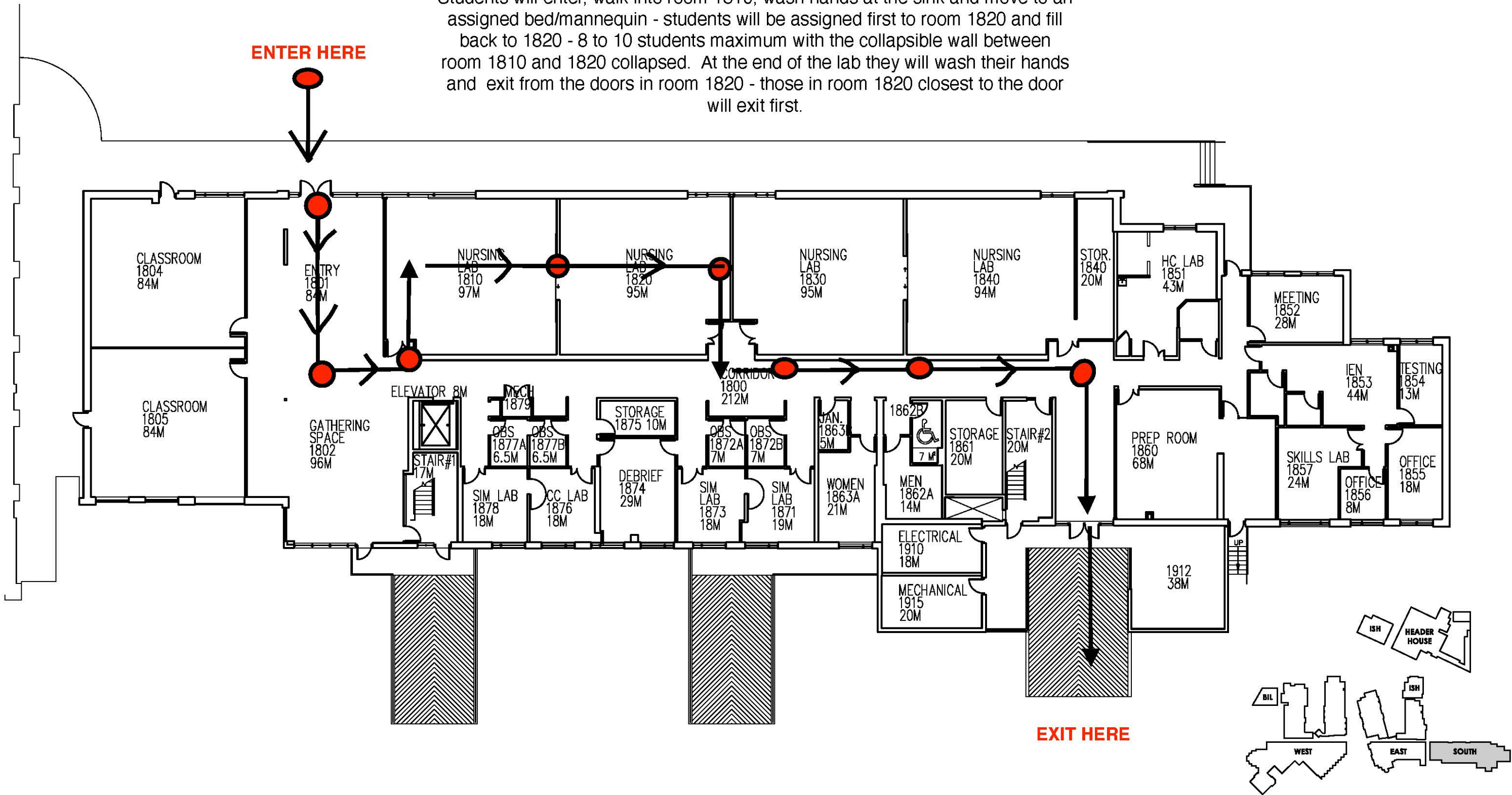
FOH Lab Layout



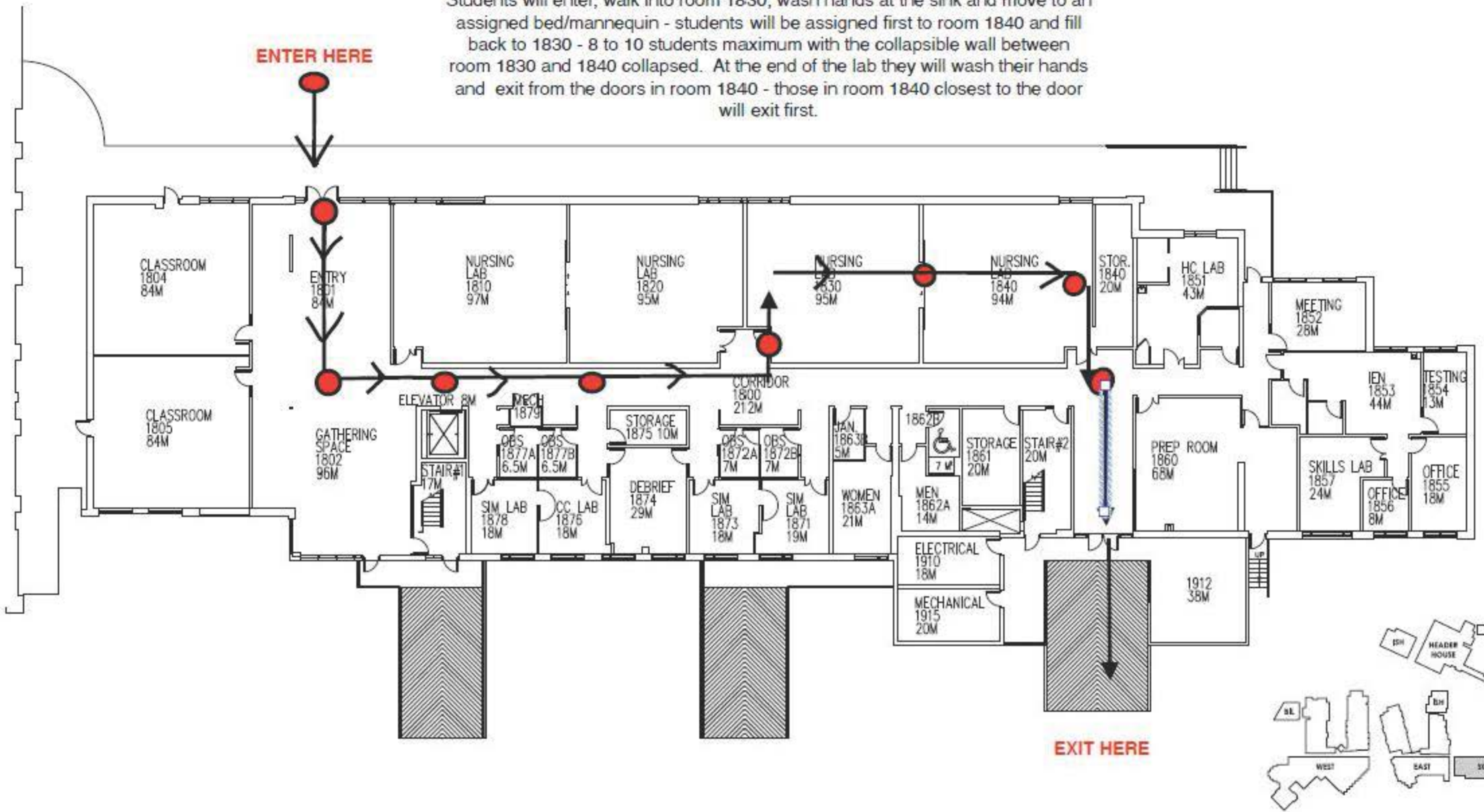
FOH Lab Layout



Students will enter, walk into room 1810, wash hands at the sink and move to an assigned bed/mannequin - students will be assigned first to room 1820 and fill back to 1820 - 8 to 10 students maximum with the collapsible wall between room 1810 and 1820 collapsed. At the end of the lab they will wash their hands and exit from the doors in room 1820 - those in room 1820 closest to the door will exit first.



Students will enter, walk into room 1830, wash hands at the sink and move to an assigned bed/mannequin - students will be assigned first to room 1840 and fill back to 1830 - 8 to 10 students maximum with the collapsible wall between room 1830 and 1840 collapsed. At the end of the lab they will wash their hands and exit from the doors in room 1840 - those in room 1840 closest to the door will exit first.



CAMPUS
KEY PLAN



COVID 19-Classroom/Shop/Laboratory Safety Plan Checklist

Department:

Campus:

Completed by:

Date:

Overview

- The following checklist must be completed for spaces being used for face to face activities/instruction.
- The intent is to ensure that minimum requirements are being considered to maintain safe spaces for employees and students in our classrooms, shops and laboratories.
- This checklist is by no means exhaustive and there may be other measures unique to your spaces that may need to be considered in developing your classroom/shop/laboratory safety plan.
- The requirements identified are consistent with the current guidelines provided by the Provincial Health Officer, BC Center for Disease Control and WorkSafe BC.

When completing this checklist describe the implementation details for each item indicated as “yes”.

1. Orientation, information and training on the Department’s Covid-19 Safety plan has been provided to employees and students?

Yes

Not Applicable

2. Handwashing posters posted in all washrooms?

Yes

Not Applicable

3. Students/employees are reminded to practice good hygiene during class and to wash hands immediately before and after class?

Yes

Not Applicable

4. Nearest handwashing sink located, is stocked and has been identified to students?

Yes

Not Applicable

5. Students have been advised that no eating/drinking is permitted during classes in classroom/shop/lab?

Yes

Not Applicable

6. Physical distancing posters posted in classrooms/shops/labs and throughout the common areas?

Yes

Not Applicable

7. The maximum number of persons allowed in a space has been determined in order to maintain 2-meter physical distancing?

Yes

Not Applicable

8. Occupancy limit signage posted on door?

Yes

Not Applicable

9. Directional arrows to support flow of people throughout the teaching space are in place?
Provide a floor plan with your plan indicating direction of flow of people, location of workstations, entry and exit points.

Yes

Not Applicable

10. If applicable, has Facilities been notified of additional cleaning needs for building/classrooms/shop/lab?

Yes

Not Applicable

11. If applicable, Facilities has been notified of additional signage required for the classroom/shop/lab?

Yes

Not Applicable

12. Students have been provided instruction on where to spend their break time? (No social gatherings, leave the building, in their cars)

Yes

Not Applicable

13. Classroom/shop/lab set up to allow for 2 meters physical distancing between all occupants?

Yes

Not Applicable

14. Demonstration and work areas set-up to allow for 2 meters physical distancing?

Yes

Not Applicable

15. If physical distancing or other measures are not practical installation of barriers or sneeze guards has been considered?

Yes

Not Applicable

16. Handouts, papers, pens, etc. are not physically provided to students? (Use e-versions, students provide their own, etc.)

Yes

Not Applicable

17. When possible, students should have their own dedicated tools/equipment? (Items are not shared between students during class).

Yes

Not Applicable

18. Common touch points and tools/equipment that must be shared are identified?

Yes

Not Applicable

19. Cleaning and disinfecting program in place for cleaning/sanitizing shared tools/equipment and touch points?

Yes

Not Applicable

20. Students and employees are given instruction for the safe and correct use of any cleaning/sanitizing materials?

Yes

Not Applicable

21. Safety Data Sheets available for cleaning/disinfecting supplies?

Yes

Not Applicable

--

22. Students/employees are given instruction for the safe and correct use of any provided personal protective equipment (PPE)? Instruct students/employees on how to safely use, remove, and dispose/clean (as applicable) any required PPE for the class. **Please note in regards to Covid-19, PPE should only be considered when physical distancing and other measures are not practical to implement.**

Yes

Not Applicable

--

23. First Aid protocol has been reviewed with students and employees? Students in need of first aid to notify instructor and instructor to call First Aid Attendant. Follow directions of First Aid Attendant.

Yes

Not Applicable

--

24. A process has been developed to deal with employees not following the control measures?

Yes

Not Applicable

--

25. A process has been developed to deal with students not following the established control measures?

Yes

Not Applicable

--

26. A process is in place to advise employees to stay home if sick, and how to report COVID-19 like symptoms? (Supporting measures should also be in place to accommodate absences and provide coverage, if applicable)

Yes

Not Applicable

--

27. A process is in place to advise students to stay home if sick and how to report COVID-19 like symptoms? (Supporting measures should also be in place to accommodate absences?)

Yes

Not Applicable

--

28. Students are advised to self-monitor and notify instructor if not feeling well?

Yes

Not Applicable

--

29. Employees are encouraged to self-monitor and to notify supervisor if not feeling well?

Yes

Not Applicable

--