University of Colorado **Anschutz Medical Campus**

COMMUNITY RESEARCH COVID-19 TRAINING

Welcome

Today you will learn:

- Challenges of community based research with COVID.

- What to expect when you arrive at work.

- Personal and area hygiene actions you must take at work.

- What to do if you, a coworker, or participant becomes sick.

- How to manage the safety of participants

- University resources for additional information and for the most up-to-date information.

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COVID and Community Research

Given the broad range of community-based research,
each Principal Investigator has a significant responsibility to consider these principles when making a decision as to the appropriate environment under which their study should be re-activated and continued.

- **Principle #1:** Follow all current and applicable Local, State and Federal/National Public Health Authority directives and executive orders (or country equivalent thereof).

- **Principle #2:** Maintain a strong working relationship with the community partner by collaborating closely with them as to the appropriate adaptations needed to optimize safety for all involved in the research.

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Introduction to SARS-CoV-2

COVID-19 is a respiratory illness caused by the virus SARS-CoV-2, and is spreading from person-to-person (i.e., community spread). Symptoms may include fever, muscle or body aches, sore throat and cough, fatigue, and headaches, although not all those who are sick show symptoms.

Initially, the university and community partners halted non-essential activities, and the risk of infection remains possible. We must take careful steps as the university gradually resumes normal activities. These steps will require both university policies and procedures to ensure the safety of those on campus, as well as individual actions and responsibilities to prevent the spread of disease.

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What is the University Doing?

The university is adhering to all requirements of the Centers for Disease Control and Prevention (CDC), the Colorado Department of Public Health and Environment (CDPHE), and the Tri-County Health Department (TCHD).

If you are working in another state then it is important that you understand the requirements of that state and /or the reservation as well.

Review the material at the website for the local Public Health Authority in which your research site is located.

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Public Health Guidelines and Orders

- Identify all relevant jurisdictions for the research site(s);
- Review them to assure that all elements are followed;
- Compare the risk protection measures to those for the Anschutz campus and your protocol specific ramp up plan.
- Develop and modify the protocol specific research plan to comply with the changing COVID environment. Submit any revisions of the plan to the Community Re-activation committee.
- Stay safe and communicate

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Stakeholders

- Identify any policies that the community site may have in place relevant to the research and COVID-19 related operational requirements;
- Identify any particular issues related to stakeholder groups, e.g., language and cultural beliefs;
- Develop a communications plan for the stakeholders for initial discussion, follow-up, and management of any COVID-19 infections identified as related to the research;
- Meet with stakeholders before re-initiating the research and subsequently as indicated;
- Ensure that the protocol specific re-activation plan aligns with the site

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Staff Transportation

- University travel remains suspended. Only essential or [necessary](#) domestic business travel is eligible for an exception by the Dean of the appropriate school

- Follow all local, regional, and state guidance regarding travel or transportation use. Local quarantines may be in place.

- Transportation to an activity, at any time, is a higher-risk activity.

- Sharing transportation with individuals not living in the same household introduces the additional risk of contracting COVID-19. Risk of contracting COVID-19 increases when:
    - time in close contact with non-household individuals exceeds 10 minutes
    - number of travelers in a single vehicle increases
    - turnover rates of travelers increase
    - number of people from different households in one-vehicle increases

- Transportation providers and users can mitigate these risks by doing the following, including but not limited to:
    - increased cleaning
    - keeping windows open
    - not using recirculating air settings
    - creating barriers and maintaining distance between drivers and riders
    - using separate entrances and exits
        - Review CDC [Using Transportation](#) Guidance

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Requirements for Research Staff

Before resuming research voluntarily, your supervisor or principal investigator should notify you that you are being asked to return.

Before You Return

- Coordinate with your supervisor and colleagues to determine a schedule that ensures physical separation can be maintained.
- Complete site specific training and document it.
- Be prepared to provide your own face mask, if one is not provided by the university.
- For each day that you come to work, expect to complete a health assessment

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Process

- If you are ill or feel sick.
- If you are under quarantine.
- If you have had unprotected, close contact with anyone who has tested positive or is presumptive positive (but does not have access to testing) for COVID-19 in the last two weeks, or who has been tested and is waiting for results while they had symptoms or in the two weeks before they began showing symptoms.

Note:
If you have severe underlying chronic medical conditions such as chronic lung disease, a heart condition, or are immunocompromised (see CDC and CU Human Resources or otherwise considered at risk (e.g., more than 65 years of age, or pregnant), you may return to campus voluntarily. The university recommends you stay home, if possible. Consult with your medical provider to ensure it is safe for you to return.

If you are uncomfortable with returning, let your supervisor know, or contact Human Resources [link: http://www.ucdenver.edu/about/departments/HR/Pages/default.aspx] at human.resources@ucdenver.edu.

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Before Work Each Day Complete a Wellness Check

Individuals returning to work, even if working in the community, will be required to answer a health assessment or wellness check questionnaire on a daily basis prior to arriving at the research site. The assessment will include questions such as:

- Are you feeling well?
- Do you have a family or household member who is sick?
- Have you been exposed to anyone with COVID-19 or who has tested positive?
- Have you tested positive for coronavirus?
- Have you had a serological test?
- Do you have a plan in place for maintaining physical separation of 6 feet?

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Limiting the Number of People in an Area

The importance of physical separation (6 feet) applies to all areas on campus, including shared meeting rooms, break rooms, kitchens, restrooms, and public outdoor spaces. If someone is using a communal microwave to heat up food, ensure that you can leave 6 feet of space; if not, wait outside the space until it is available.

Depending on the size of the space, some common rooms may have limited capacity or may remain closed until further notice.

PREVENTION OF COVID-19 SPREAD:
SOCIAL DISTANCING

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Personal and Area Hygiene

When you are at the research site, practice good personal and area hygiene, including:

- Wash your hands frequently with soap and water, or use hand sanitizer, collectively referred to as "hand hygiene."

- Keep your workspace [clean](); disinfect it daily when you arrive and before you leave campus.

- Avoid touching your eyes, nose, and mouth.

- Wear a face mask.

- Cover your mouth and nose with a tissue when coughing or sneezing, or use inside of your elbow. Discard the tissue immediately.

- Maintain physical separation of 6 feet from others.

- Do not wear disposable gloves in common areas; gloves should be worn for protection from hazardous materials only (e.g., clinical work).

- Pay attention to your health, observe any symptoms you may have, and be aware of reporting mechanisms if you become ill.

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Cleaning & Disinfecting Your Workspace

Upon arriving clean your immediate work area using an [EPA approved disinfectant] (may be a wipe or spray, follow label instructions); typical disinfectants are 10% bleach or 70% ethanol solutions.

Throughout the day disinfect the workspaces and equipment you have used, including:

- Phones, computer keyboard, and mouse
- Freezer/refrigerator door handles
- Sink faucets
- Workshop equipment
- Bench top
- Door handles
- Centrifuge lids
- Research equipment

At the end of your day, disinfect your desk, workstation, lab bench, etc.

Refer to [EHS Laboratory Housekeeping: Expectations for Cleaning & Disinfection] for more information.   In addition to disinfecting, remember not to use other people's phones, desks, or offices.

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Types of Face Mask

The CDC has published [guidance](#) regarding face masks, and recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain. As such, the university is requiring that anyone returning to work wear a face mask.

Also refer to your approved protocol specific re-activation plan.

By wearing a mask you are helping protect your coworkers and others.

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Cloth Face Covers

Cloth face covers are simple cloth face coverings that slow the spread of the virus. Cloth face masks are recommended to slow the spread of COVID-19 transmission from presymptomatic and asymptomatic individuals who may have the virus (and do not know it) to others, in other words, source control.

If you wear a cloth face covering, it should:
- Fit snugly across the sealing surfaces of the face: across the cheekbones and nose bridge, and across the chin.
- Be secured with ties or loops.
- Include multiple layers of fabric.
- Allow for breathing without restriction.
- Be able to be laundered.

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Cloth Face Covers continued

If you wear a cloth mask:

1. Practice hand hygiene before putting the mask on ("donning").

2. Place the mask on your face so that it covers your nose and mouth.

3. Avoid touching the mask while wearing it.

To remove a cloth mask:

1. Practice hand hygiene before removing ("doffing") the mask.

2. Use the ear loops to remove the mask.

3. Place the mask in a paper bag.

4. Practice hand hygiene.

5. Launder the mask each day after use.

For information about making your own cloth covering, go to https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html.

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Surgical Masks

If you wear a surgical mask (aka isolation, ear loop, or medical mask):	**To remove a surgical mask:**
1. Practice hand hygiene before putting the mask on ("donning").	1. Practice hand hygiene before removing ("doffing") the mask.
2. Place the mask on your face so that it covers your nose and mouth.	2. Use the ear loops to remove the mask.
3. Avoid touching the mask while wearing it.	3. If the mask is in good condition, place it in a paper bag labeled with your name, for limited reuse*.
	4. Store the bag in a clean, dry, cool place
	5. Practice hand hygiene.

*Reusing a surgical mask: Generally, surgical masks are not recommended for reuse but given short supply, you may need to practice limited reuse and safe storage as noted above. Discard the mask if it becomes damaged (straps break, etc.) or difficult to breathe through.

When Not Wearing a Face Covering

You may not have to wear a face covering at all times. For example, if you are working alone in an office. However, when you are not wearing a face covering, adhere to the following practices:

- If you cough or sneeze:

   1. Cover your mouth and nose with tissues, or the inside of your elbow.

   2. Throw away used tissues in the trash. Do not leave them on top of surfaces.

   3. Wash hands with soap and water, or apply hand sanitizer.

- Avoid touching your eyes, nose, and mouth.

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Washing Your Hands continued

You should wash your hands when:
- You are about to don PPE.
- You removed PPE.
- You have used the restroom.
- You are about to eat, drink, or apply cosmetics.
- You are about to touch your eyes, nose, or mouth.
- You have just blown your nose.

Note: If soap and water are not available, use a hand sanitizer that contains at least 60 percent alcohol. Cover all surfaces of hands and rub together until dry.

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Minimizing Contact

Minimizing contact time is another way to reduce the potential spread of the virus. Consider developing a plan for staggering work and staffing to ensure both physical separation and minimal contact time.

Some methods for minimizing contact time include:
- Staggering the times for which individuals and teams will be on site.
- Consider split team arrangements .
- Implementing a booking system for shared equipment or spaces

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If You or a Coworker Gets Sick

If you have been exposed to the coronavirus, are under quarantine and/or awaiting test results, or if you have been informed by a public health department or a medical provider that you have tested positive or are presumptively positive for the coronavirus, or believe you are experiencing coronavirus symptoms, you must report your status. Please take the following steps:

- Notify the site research lead or principal investigator immediately.

- Follow the recommendations of the public health agency.

- [Submit a self-report](#) to CU Anschutz using the Formstack form titled COVID-19 Self-Reporting and Remote Working Registration. This step is especially important as we monitor the impact of the coronavirus (COVID-19) within the campus community and beyond. Gathering pertinent health information is essential to the well-being of the campus community.

If you start feeling unwell while on site, notify your supervisor and return home.

If you are concerned that a colleague is sick, follow HR [guidance](#) and speak with your supervisor.

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Questions & Concerns

Faculty, staff, PRAs and clinicians experiencing stress can call the Well-Being Support Line (303- 724-2500) from 8 a.m.-5 p.m., seven days a week.

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Screening of Participants

- Research participants must be screened for COVID-19 symptoms in advance of their scheduled visit;

- Research participants must be re-screened for COVID-19 symptoms on arrival at the research site

- Participant visits should be scheduled to stagger their arrival and avoid subjects congregating in waiting areas. Schedule time allocations need to be adjusted accordingly.

- Ensure that participant scheduling includes sufficient time to conduct appropriate cleaning protocol between participants.

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Participant Transportation

- Do not begin providing transportation to study participants or research team members if you have not provided transportation pre-COVID-19.
- If you provided transportation to a research collection/meeting place pre-COVID-19, understand the risks associated and take steps to mitigate or remove the risks, such as:
  - Arrange collection/meeting sites closer to participants, encouraging ease of attending by cycling, walking, or using own transportation.
  - Investigate availability of technology solutions or community partners' availability in order to complete research tasks.
- University sponsored transportation should only be considered as the last option. If transportation is necessary, consider the following:
  - Providing single occupancy/rider vehicle whenever possible.
  - Contracting or working with an individual rideshare program or driver-for-hire that confirms use of best practices regarding ventilation, mask use, employee screening, vehicle cleaning and observes social distancing measures.
  - Providing options to the participant and allow them to choose their mode of transportation.
  - Vetting the transportation options, confirming the carriers are participating in the local requirements for operation during the community spread of COVID 19.

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If a Research Participant Gets Sick

- Report the situation to your supervisor or principal investigator
- End the research visit, isolate the participant and assess the health status of the participant
- Follow the recommendations of the local public health agency.
- Contact the CU Anschutz occupational health program if members of the research team may have been exposed

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Unanticipated Problem Reporting: Research Subject (Refer to requirements of IRB of Record)

- If a research subject acquires SARS-CoV-2 infection, this can be considered related to the COVID-19 pandemic, as opposed to related to the research.

- It does not require reporting to COMIRB, within 5 days or at time of continuing review.

- The one exception would be if a research subject becomes infected specifically because a research team did not follow the re-activation plans. Such an event would fall under 5-day reporting policies.

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Unanticipated Problem Reporting: Research Team

If a research staff member acquires SARS-CoV-2 infection, that is a matter of occupational health and does not need to be reported to COMIRB. For more information see instructions on the Coronavirus webpage under Report COVID-19 Exposure & Testing.

IRB Amendments

- All research activities and data collection that can be done remotely should be done remotely.

- Researchers who makes changes to their approved protocols to get studies re-started must submit amendments for prior approval by COMIRB. This includes changes to recruitment methods, informed consent processes, changes to the protocol to minimize in-person visits with subjects.

- COVID specific re-activation plans need not be reflected in individual research protocols. COMIRB does not need to review or approve COVID-19 policies and procedures implemented by the University, our affiliates, or specific site plans on campus approved by the University

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Know Your Specific Protocol and Site Research Ramp Up Plan

- The Principal Investigator in collaboration with the community partner(s) has developed a specific re-activation plan based on the principles outlined.
- The ramp up plan was approved by the university before the study could re-activated.
- The Principal Investigator is responsible for ensuring that the research team is trained to the specifics of the plan.
- It is important that the research team understands and follows the plan as outlined.
- As the situation changes and the local environment changes, it may be necessary to adapt and change the plan. Any changes need to be approved by the CU Anschutz community re-activation review committee

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Contact Info

Back to Campus:

https://www.cuanschutz.edu/coronavirus/return-to-campus

❑ **Cody Coburn BSN, RN, CCRN, COHC**
Occupational Health Division Manager
Environmental Health and Safety
University of Colorado Denver |
Anschutz Medical Campus
O: 303.724.4663
C: 303.594.5942
cody.coburn@cuanschutz.edu

❑**Alison Lakin, RN, LLB, LLM, PhD**
Associate Vice Chancellor of
Regulatory Compliance
C: 303.668.3357
Alison.Lakin@cuanschutz.edu

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Questions?

THANK YOU