Introduction:

As part of the Pitt Resilience Framework, the School of Health and Rehabilitation Sciences (SHRS) has developed and submitted the enclosed plan that is consistent with the relevant university-wide standards and guidelines for each operational posture. The plan addresses all details necessary for SHRS faculty, staff, students, research subjects and visitors to understand their responsibilities and fulfill their functions, while ensuring alignment with the relevant common elements of the Pitt Resilience Framework.

Operating Postures:

SHRS will adhere to the University’s Operating Postures:

<table>
<thead>
<tr>
<th>High-Risk Posture</th>
<th>Elevated Risk Posture</th>
<th>Guarded Risk Posture</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meets the minimum standards of Pennsylvania’s red phase. In the High-Risk Posture, the University is open, but activity is heavily restricted to help stop the spread of the virus.</td>
<td>Meets the minimum standards of Pennsylvania’s yellow phase. Under this posture, life on campus resumes at a minimal level, prioritizing activities that have high value but lower risk, such as certain research activities.</td>
<td>Meets the minimum standards of Pennsylvania’s green phase. Here, fewer restrictions are in place, while many mitigation measures remain. The activities taking place will account for chronic risk of operating during a pandemic, while continuing to prioritize health and safety.</td>
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Standards and Guidelines:

SHRS will comply with the University’s Standards and Guidelines that govern its operations during the COVID-19 pandemic. SHRS will be compliant with all applicable University standards and guidelines. Several of these requirements apply to all University’s operations and personnel, regardless of the University’s operating posture. These include:
Healthcare Standards and Guidelines

These rules govern behavior while on Pitt’s campuses and include such requirements as:

- Face coverings should be used in campus buildings, except when eating or in an enclosed private single-occupancy space such as a personal office.
- Ensure physical distancing of at least six feet between University members
  - Chairs and desks in shared spaces should be removed or marked as not for use to ensure proper physical distancing.
- Limits on gathering sizes and defaulting to remote gatherings when possible
  - In High Risk posture: no gatherings of more than 10 people
  - In Elevated Risk posture: no gatherings of more than 25 people
  - In Guarded Risk posture: no gatherings of more than 250 people

Personnel Standards and Guidelines

These rules are established to help reduce the number of people on campus, while maintaining support for students’ living and learning, and include such requirements as:

- All personnel should work from home, to the maximum extent possible, for the duration of the COVID-19 pandemic.
- Every attempt should be made to minimize the number of individuals required to be on campus to support authorized activities.
- Faculty and staff who are returning to on-campus work will be required to complete a mandatory training.
- Supervisors should follow Office of Human Resources guidance when making accommodations for personnel.
The SHRS Plan covers the primary functions of the School, including but not limited to: Teaching; Clinical Skills Laboratories; Clinical Practicum Placements; Research Labs; general Administrative and Business Operations such as budgeting, financial reporting, purchasing and human resources. Regardless of the Operational Posture:

A. The SHRS Resilience Plan will strive to maintain a posture of preserving skill-based laboratory sessions and clinical practicums to the greatest extent possible, keeping a safety-first approach.

B. We will maximize mitigation efforts to allow for clinical skills laboratories that cannot be done remotely.

C. We will collaborate with our clinical partners to preserve clinical practicums whenever feasible, again by maximizing mitigation efforts.

D. We have comprehensively gauged the risk aversiveness of our students and will continue to monitor their willingness to accept the risks of classroom and clinical practicum participation. We will accommodate all risk by either placing students in alternative environments where they are willing to accept the risks or by delaying participation.

E. We have developed an SHRS Student [COVID] Exposure Algorithm that:
   a. Defines our screening criteria
   b. Details our mitigation efforts for prevention
   c. Defines four occupational and one non-occupational definition of exposure
   d. Details our response to those exposures
   e. Includes a Potential Exposure Report form

F. We will work very closely with other University of Pittsburgh centers, such as the Medical Response Office and Student Health Services, to coordinate our response to student exposure, return to classroom or clinical, contact tracing and risk mitigation.

SHRS confirms that it is committed to following the Health Standards and Guidelines and Personnel Standards and Guidelines, as well as all other Standards and Guidelines set forth by the University in carrying out its operations.
SHRS Mitigation Plan

**Purpose**

The purpose of this COVID-19 Mitigation Plan is for SHRS to carry out the mission activities of the University of Pittsburgh in a manner consistent with the associated requirements to help control the risks of exposure to the SARS-CoV-2 virus, which causes COVID-19, and to respond appropriately in the event of exposure.

**Goals**

The goal of SHRS is to take reasonable steps to minimize health risks of COVID-19, consistent with public health best practice, University guidance and government restrictions, while maximizing our ability to conduct our mission.

**Applicability and Scope**

This plan applies to all personnel of SHRS to include students, faculty, staff and visitors. The scope of this plan is intended to encompass hazards related to the spread of COVID-19. When encountering a situation which has not been expressly addressed in this plan, use good judgment and the guiding principles outlined below.

**University Guidelines**

SHRS will comply with the University’s Standards and Guidelines that govern its operations during the COVID-19 pandemic. **SHRS will be compliant with all applicable University standards and guidelines.**

**Training**

All SHRS faculty, staff and students will complete the University’s Return to Campus training module and submit a certificate of completion to the appropriate supervisor as directed. Health professional students will complete both the University’s Return to Campus training module prior to building re-entry and the health care institution’s COVID-19 training module prior to placement in the site(s) for clinical fieldwork training. Evidence of completion will be provided to the program director(s) for clinical fieldwork training. Furthermore, SHRS departments and programs will provide unit-specific training to its faculty, staff, students and visitors.

**Fundamental Principles**

**Safety takes precedence above all else.** The University’s Healthcare Advisory Group will determine when the University will transition between Operational Postures.
The default position is for all employees to continue to work remotely when able.

- Department chairs prepared faculty and staff work schedules with individual considerations that include but are not limited to:
  - Employee’s ability to continue remote work
  - Employees who are vulnerable to severe COVID-19 complications. The Centers for Disease Control and Prevention (CDC) describe vulnerable populations as including those 65 or older and those with underlying medical conditions that are not well-controlled.
  - The University’s Accommodations for Employees Returning to Work standard and guidelines for those who may need accommodation
  - Employee’s risk aversiveness level and personal considerations such as living with family members who are at high risk for COVID-19.

Self-Quarantine Upon Return to Campus

A 14-day self-quarantine will be required if faculty, staff or students are returning from an area outside of the western Pennsylvania region, outside of the country, or from states within the US identified by the PA Department of Health as having high numbers of COVID-19 cases (https://www.health.pa.gov/topics/disease/coronavirus/Pages/Travelers.aspx), and in accordance with the University’s Safe Mobility Standards and Guidelines.

Personal mitigation efforts

Any individual on any Pitt campus or who enters a University building (owned or leased) should maintain fundamental mitigation measures at all times. These mitigation mechanisms include but are not limited to:

- Maintain physical distancing of six (6) feet or more between people at all times
- Wash hands frequently for at least 20 seconds. In the absence of handwashing, hand sanitizers that are at least 70% alcohol should be used.
- Employees, students and visitors are required to wear face coverings at all times as outlined in this plan.
- Employees, students and visitors are instructed to stay at home should they fail to meet the health screening attestation requirements outlined in the plan.

Face Coverings

All employees, students and visitors must wear a face covering at all times when inside the building including all public spaces, restrooms, shared spaces, classrooms, clinical skills labs and research labs. Face coverings may only be removed when an individual is eating or in an enclosed private, single occupancy space (e.g. private study room or private office).
Face coverings must be worn in single-occupant spaces that others use (e.g. public bathrooms, copier rooms, public study rooms).

The University’s Standards and Guidelines regarding face coverings can be found at Face Covering, PPE and Personal Hygiene

The PA Department of Health guidance currently requires cloth face coverings be worn in certain public settings and at work.

- Face coverings are worn as a courtesy to others, in the event that someone is unknowingly transmitting the virus before showing symptoms. Use of a face covering does not negate the need to practice social distancing and other mitigation measures.
- Self-supplied face coverings are acceptable on campus.
- SHRS departments will maintain an inventory of face coverings to provide to employees, students or visitors that do not bring their own face covering upon entry to the building.
- Face coverings are not PPE and may be used (and re-used) for as long as possible. Face coverings that become soiled should be laundered if re-usable or replaced if disposable.

**Health Screening**

All faculty, staff, students and visitors entering a building will be required to complete the University’s Daily COVID-19 Health Check and submit it prior to entering the building. The Health Check includes:

- Attesting that the individual is COVID-19 symptom-free;
- Attesting that the individual has no known exposure to COVID-19; and
- Attesting that the individual has not returned within the past 14 days from domestic travel to a region that Pennsylvania deems high risk or from a destination outside the United States.

**Miscellaneous Public Space Restrictions**

- All water fountains will be inoperable. Faculty, staff and students are encouraged to bring their own water bottles/containers.
- All vending machines will be inoperable. Faculty, staff and students are encouraged to bring their own food and snacks.

**General Mitigation Preparations:**

- Pitt face coverings will be provided for faculty, staff and students upon return to campus
- Enhanced cleaning protocols have been established across the campus
- Hand sanitizers have been installed throughout SHRS buildings
- Disinfecting wipes dispensers have been added in all classrooms and clinical skills labs
- Personal Protective Equipment (PPE) has been obtained for all laboratory needs (clinical and research)
- Specific mitigation measures are outlined throughout the plan
**Signage**

- Signage is posted throughout all SHRS buildings including but not limited to:
  - Traffic flow directional signage (elevators, stairwells, corridors/entry/exit)
  - Maximum occupancy limits
  - Elevator occupancy limits
  - Social distancing with six-foot floor markers in public areas
  - General reminders (mask, distancing, handwashing, encouragement)
  - Research lab postings
  - Seating availability
  - Lunchroom/Break room/Conference room
  - Cleaning/disinfecting postings

**Traffic Flow Plans**

- Elevator use is discouraged for individuals able to use the stairs. When elevators are used, occupancy is limited to for (4) persons (unless otherwise specified) who must stand in each corner of the elevator and face forward at all times.
- Social distancing of six (6) feet between persons in the lobby, elevator waiting area, reception areas and other public spaces must be maintained at all times.
- Whenever possible, traffic flow through corridors will be ONE WAY.
- Signage will be placed throughout the building regarding elevator occupancy restrictions, to direct traffic flow, maintain social distancing, and to serve as a reminder of personal mitigation responsibility.

**Classroom and Clinical Skills Labs**

- All classrooms and clinical laboratories have technology installed to ensure that faculty can teach in accordance with the Flex@Pitt delivery model.
- All classrooms and clinical laboratories are de-densified to comply with the six-foot physical distancing and seating capacity restrictions
- All classrooms and clinical skills labs have signage posted to include traffic flow, social distancing, handwashing (or hand sanitizers), occupancy limits, seating, cleaning, etc.
- All seating is arranged to comply with six-foot physical distancing and seating capacity restrictions
- Furniture was removed wherever possible to promote social distancing
- Signage is posted to indicate where seating is permitted
- All surface areas, instructor keyboard/mouse/podium surface, and clinical equipment and supplies will be cleaned/disinfected with wipes or spray after each classroom or clinical lab session. This will be a joint faculty/student responsibility.
- All high-touch surfaces will be cleaned with disinfecting wipes or spray after each classroom or clinical lab session. This will be a joint faculty/student responsibility.
PPE will be provided for all clinical skills labs that require students, faculty and lab assistants to be within six (6) feet of one another including but not limited to: masks, protective eye wear, disposable lab coats and gloves, when applicable.

All clinical labs will have a waste container labeled for disposal of PPE following labs.

**Reception/Offices/Conference Rooms/Break Rooms**

- All public areas within departments and units are de-densified to comply with the six-foot physical distancing and seating capacity restrictions.
- All public areas within departments and units have signage posted to include traffic flow, social distancing, handwashing (or hand sanitizers), occupancy limits, seating, cleaning, etc.
- All seating is arranged to comply with the six-foot physical distancing and seating capacity restrictions.
- Furniture was removed wherever possible to promote social distancing.
- Signage is posted to indicate where seating is permitted.
- Physical barriers were installed in public-facing reception areas where required.
- All surface areas will be wiped with disinfectant wipes/spray after each use. This is the responsibility of faculty and staff.
- All high-touch surface areas will be cleaned with disinfecting wipes/spray after each use. This is the responsibility of faculty and staff.
- Microwaves, refrigerators and toasters/toaster ovens may be used but touch surface must be wiped after each use. This is the responsibility of faculty and staff.
- Polar water units will be operable but touch surface must be wiped after each use. This is the responsibility of faculty and staff.
- Beverage service units will be operable but touch surface must be wiped after each use. This is the responsibility of faculty and staff.
- Employees must wipe down office surface areas, keyboard and mouse daily.
- Departments or units must stagger breaks and lunches to avoid communal gatherings.
- Avoid face-to-face positioning of workstations when possible, especially when lacking barriers.

**General Operations Planning**

- All employees (faculty and staff) are encouraged to work remotely to the greatest extent possible.
- Departments developed plans to stagger work hours for employees to avoid large numbers of workers reporting at the same time.
- Departments developed plans to stagger work hours and days for individuals sharing an office or workstation to maintain social distancing.
- Departments developed plans to stagger breaks and lunches to avoid communal gatherings.
SHRS Functions in Each Operational Posture

I.  **High Risk Posture**

A.  **Teaching**

1.  What is being done:
   Teaching in undergraduate and graduate professional education programs

2.  How it is being done:
   SHRS will teach in compliance with the Flex@Pitt model. In the high-risk posture, to the extent feasible, all instruction will occur remotely. Instruction that cannot occur remotely, such as skills-based laboratories and clinical practicums, will either be delayed, administered remotely (e.g., telemedicine/telerehabilitation) or administered with extreme risk mitigation with safety first. In the latter case, skill-based laboratories will utilize PPE necessary with all safe distancing precautions.

3.  Number of people/positions required on campus:
   Employees and students will not be required to be on campus during High Risk Posture. Persons requesting to be on campus must submit the request with a valid business reason to their immediate supervisor for approval. Additionally, the Department Chair or designee must approve the request. In cases of emergency, authorized IT support personnel may be periodically required on campus for troubleshooting or technology assistance.

4.  Buildings:
   SHRS is housed in six buildings on and around the Pittsburgh main campus where teaching takes place. During the High Risk Posture, all operations will be conducted remotely with the exception of potential clinical skills laboratories and essential research functions authorized by the Dean and University officials.

   **Bakery Square 1** – Department of Rehabilitation Science and Technology (RST), Prosthetics and Orthotics Program (P&O), and the Human Engineering Research Laboratories (HERL). *Functions are primarily teaching, clinical skills labs and research.*

   **Bridgeside Point 1** – Department of Physical Therapy (PT), Department of Occupational Therapy (OT), SHRS Anatomy lab and the SHRS Clinical Translational Research Center. *Functions are primarily teaching, clinical skills labs and research.*

   **Forbes Tower** – Dean’s Office, SHRS administrative functions and the SHRS Office of Online Learning, Counseling Program, Department of Communication Science
and Disorders (CSD), Department of Health Information Management (HIM) and the Department of Sports Medicine and Nutrition (SMN). Functions are primarily teaching, clinical skills labs, research and administrative and business operations.

McKee Professional Building – undergraduate Emergency Medicine (EM) and EMPT programs. Functions are primarily teaching and clinical skills labs.

Murdoch Building – Department of Physician Assistant Studies (PA). Functions are primarily teaching and clinical skills labs.

Rivertech – Neuromuscular Research Laboratory (NMRL) and the Warrior Human Performance Laboratory. Functions are primarily research and teaching.

B. Clinical Skills Laboratory Training

1. What is being done:
   Clinical skills laboratory sessions for students in SHRS entry-level professional programs (undergraduate and graduate)

2. How it is being done:
   In the High-Risk posture, to the extent feasible, all clinical skills lab instruction will be done remotely. Skills labs that cannot occur remotely will either be delayed, administered via hybrid Flex@Pitt model (e.g. telemedicine/telerehabilitation or simulation) or administered on campus with extreme risk mitigation with safety first. In the latter case, skill-based laboratories will utilize PPE necessary, adhere all safe distancing precautions, and capping participants at 10 or fewer people.

3. Number of people/positions required on campus:
   Employees and students will not be required on campus during High Risk Posture. When clinical skills labs cannot be conducted via remote options such as simulations, telehealth or telerehabilitation, faculty will submit a plan to conduct skills labs on-campus in compliance with risk mitigation restrictions. The plan will be approved by the Program Director and Chair. Faculty, lab assistants and students in cohorts of fewer than 10 people will be scheduled for the lab sessions which will be conducted in full compliance with all distancing, PPE and occupancy restrictions.

4. Buildings:
   SHRS is housed in six buildings on and around the Pittsburgh main campus where clinical skills labs occur. During the High Risk Posture, all operations will be conducted remotely with the exception of potential clinical skills laboratories and essential research functions authorized by the Dean and University officials.
Bakery Square 1 – Department of Rehabilitation Science and Technology (RST), Prosthetics and Orthotics Program (P&O), and the Human Engineering Research Laboratories (HERL). Functions are primarily teaching, clinical skills labs and research.

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Murdoch Building – Department of Physician Assistant Studies (PA). Functions are primarily teaching and clinical skills labs.

Rivertech – Neuromuscular Research Laboratory (NMRL) and the Warrior Human Performance Laboratory. Functions are primarily research and teaching

C. Clinical Education/Practicum Training

1. What is being done:
Clinical practicums for students in SHRS entry-level professional programs (undergraduate and graduate)

2. How it is being done:
Placements at facilities with which SHRS has contractual agreements to mentor/teach clinical skills. In the case of clinical practicums, only students who accept risks will participate in clinical practicums and we will abide by policies (e.g., PPE, screening, distancing) of our clinical partners. No student will be knowingly assigned to provide care to patients who are COVID-positive in any practicum. For students who are unable to accept the risks associated with completing the required clinical practicums for graduation, the program will provide alternatives to the greatest extent possible. Students will be informed that a delay in graduation may be unavoidable if the required clinical practicum hours are delayed.
Clinical experiences must be approved by the dean. The program coordinator or instructor must provide an explanation to the dean or their designee, how the host institution’s safety procedures align with the University’s Health Standards and Guidelines. Standards and Guidelines: Off-campus Academic Experiences

3. Number of people/positions required on campus:
This is not applicable as clinical training is carried out at the clinical facilities. Oversight by SHRS faculty and directors of clinical education can be done remotely.

4. Buildings:
This is not applicable as clinical training is carried out at the clinical facilities.

D. Research

1. What is being done:
Research across the translational spectrum (T1-T4)

2. How it is being done:
Research activities will be conducted consistent with approved Conduct of Research Plans and University guidance on research operations, human subjects research, and animal research protections in the High Risk Posture. Research related to primary and secondary data analyses through access to large data sets housed in the health sciences, UPMC and the UPMC Health Plan will continue remotely. Basic science and non-human subjects laboratory research will continue with risk mitigation including adequate PPE, provision for social distancing and building restrictions. Clinical research will abide by the guidance for research operations and human subjects research in High Risk Posture for tier 1, tier 2, and tier 3 studies. Continuance of clinical research that is taking place exclusively outside of Pitt buildings (e.g., within UPMC) will be dictated by existing policies of the relevant facilities. All research continuance will be subject to approval by Pitt’s Institutional Review Board.

3. Number of people/positions required on campus:
Employees and students will not be required on campus during the High Risk Posture. When research operations cannot be conducted remotely, principal investigators will submit a plan to conduct on campus research activities with risk mitigation restrictions. The plan will be approved by the Chair, IRB and Dean. Lab personnel and students in cohorts of fewer than 10 people will be scheduled and research conducted in full compliance with all distancing, PPE and occupancy restrictions.
4. Buildings:
   SHRS is housed in six buildings on and around the Pittsburgh main campus where research is conducted. During the High Risk Posture, all operations will be conducted remotely with the exception of potential clinical skills laboratories and essential research functions authorized by the Dean and University officials. SHRS research labs are primarily housed in four buildings:

   **Bakery Square 1** – Department of Rehabilitation Science and Technology (RST), Prosthetics and Orthotics Program (P&O), and the Human Engineering Research Laboratories (HERL). *Functions are primarily teaching, clinical skills labs and research.*

   **Bridgeside Point 1** – Department of Physical Therapy (PT), Department of Occupational Therapy (OT), SHRS Anatomy lab and the SHRS Clinical Translational Research Center. *Functions are primarily teaching, clinical skills labs and research.*

   **Forbes Tower** – Dean’s Office, SHRS administrative functions and the SHRS Office of Online Learning, Counseling Program, Department of Communication Science and Disorders (CSD), Department of Health Information Management (HIM) and the Department of Sports Medicine and Nutrition (SMN). *Functions are primarily teaching, clinical skills labs, research, and administrative and business operations.*

   **Rivertech** – Neuromuscular Research Laboratory (NMRL) and the Warrior Human Performance Laboratory. *Functions are primarily research and teaching*

E. **Administrative and Business Operations**

1. **What is being done:**
   All general administrative and business operations functions including but not limited to: Human Resources, student services (registrar, admissions), budget and finance, information technology, communications, recruitment, alumni/donor relations, facilities management and online learning support.

2. **How it is being done:**
   In the High-Risk Posture, to the greatest extent feasible, virtually all work can be accomplished remotely.

3. **Number of people/positions required on campus:**
   Employees and students will not be required on campus during the High Risk Posture. Persons requesting to be on-campus must submit the request with a valid business reason to their immediate supervisor for approval. Additionally, the Department Chair or designee must approve the request. In cases of
emergency, authorized IT support personnel may be periodically required on campus for troubleshooting or technology assistance.

4. Buildings:
Primarily Forbes Tower. SHRS deploys a hub and spoke model whereby very little administrative and business operations exist in the outlying departments and programs, all of which report centrally to Forbes Tower. For the limited operations that exist outside of Forbes Tower, all work can be done remotely.

II. Elevated Risk Posture

A. Teaching

1. What is being done:
   Teaching in undergraduate and graduate professional education programs

2. How it is being done:
   We will teach in compliance with the Flex@Pitt model. In the Elevated Risk posture, to the extent feasible, all instruction will occur remotely and be blended with in-person instruction for both didactic and practical, skills-based lab instruction. All in-person clinical skills labs will be administered with extreme risk mitigation with safety first, utilizing PPE necessary, adhering to all safe distancing precautions and capping participants at 25 or fewer people.

3. Number of people/positions required on campus:
   Employees and students will not be required to be on campus during Elevated Risk Posture. Work should continue to be done remotely to the greatest extent possible. All in-person clinical skills labs will be administered with extreme risk mitigation with safety first, utilizing PPE necessary, adhering to all safe distancing precautions and capping participants at 25 or fewer people. In cases of emergency, authorized IT support personnel may be periodically required on campus for troubleshooting or technology assistance.

4. Buildings:
   SHRS is housed in six buildings on and around the Pittsburgh main campus where teaching takes place. During the Elevated Risk Posture, all operations will be conducted remotely with the exception of potential clinical skills laboratories and essential research functions authorized by the Dean and University officials. Bakery Square 1 – Department of Rehabilitation Science and Technology (RST), Prosthetics and Orthotics Program (P&O), and the Human Engineering Research Laboratories (HERL). Functions are primarily teaching, clinical skills labs and research.
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**McKee Professional Building** – undergraduate Emergency Medicine (EM) and EMT programs. *Functions are primarily teaching and clinical skills labs.*

**Murdoch Building** – Department of Physician Assistant Studies (PA). *Functions are primarily teaching and clinical skills labs.*

**Rivertech** – Neuromuscular Research Laboratory (NMRL) and the Warrior Human Performance Laboratory. *Functions are primarily research and teaching.*

**B. Clinical Skills Laboratory Training**

1. **What is being done:**
   Clinical skills laboratory sessions for students in SHRS entry-level professional programs (undergraduate and graduate)

2. **How it is being done:**
   In the Elevated Risk posture, to the extent feasible, all clinical skills lab instruction will be done remotely. Skills labs that cannot occur remotely will be administered via hybrid Flex@Pitt model (e.g., telemedicine/telerehabilitation or simulation) or administered on campus with extreme risk mitigation with safety first. In the latter case, skill-based laboratories will utilize PPE necessary, adhere to all safe distancing precautions and cap participants at 25 or fewer people.

3. **Number of people/positions required on campus:**
   Employees and students will not be required on campus during Elevated Risk Posture. When clinical skills labs cannot be conducted via remote options such as simulations, telehealth or telerehabilitation, faculty will submit a plan to conduct skills labs on-campus in compliance with risk mitigation restrictions. The plan will be approved by the Program Director and Chair. Faculty, lab assistants and students in cohorts of fewer than 25 people will be scheduled for the lab sessions which will be conducted in full compliance with all distancing, PPE and occupancy restrictions.
4. **Buildings:**

SHRS is housed in six buildings on and around the Pittsburgh main campus where clinical skills labs occur. During the Elevated Risk Posture, all operations will be conducted remotely with the exception of potential clinical skills laboratories and essential research functions authorized by the Dean and University officials.

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**C. Clinical Education/Practicum Training**

1. **What is being done:**

   Clinical practicums for students in SHRS entry-level professional programs (undergraduate and graduate)

2. **How it is being done:**

   Placements at facilities with which SHRS has contractual agreements to mentor/teach clinical skills. In the case of clinical practicums, only students who accept risks will participate in clinical practicums and we will abide by policies (e.g., PPE, screening, distancing) of our clinical partners. No student will be knowingly assigned to provide care to patients who are COVID-positive in any
practicum. For students who are unable to accept the risks associated with completing the required clinical practicums for graduation, the program will provide alternatives to the greatest extent possible. Students will be informed that a delay in graduation may be unavoidable if the required clinical practicum hours are delayed.

Clinical experiences must be approved by the dean. The program coordinator or instructor must provide an explanation to the dean or their designee, how the host institution’s safety procedures align with the University’s Health Standards and Guidelines. Standards and Guidelines: Off-campus Academic Experiences

3. Number of people/positions required on campus:
   This is not applicable as clinical training is carried out at the clinical facilities. Oversight by SHRS faculty and directors of clinical education can be done remotely.

4. Buildings:
   This is not applicable as clinical training is carried out at the clinical facilities.

D. Research

1. What is being done:
   Research across the translational spectrum (T1-T4)

2. How it is being done:
   Research activities will be conducted consistent with approved Conduct of Research Plans and University guidance on research operations, human subjects research, and animal research protections in the Elevated Risk Posture. Research related to primary and secondary data analyses through access to large data sets housed in the health sciences, UPMC and the UPMC Health Plan will continue remotely. Basic science and non-human subjects laboratory research will continue with risk mitigation including adequate PPE, provision for social distancing and building restrictions. Clinical research will abide by the guidance for research operations and human subjects research in Elevated Risk Posture for tier 1, tier 2, and tier 3 studies. Continuance of clinical research that is taking place exclusively outside of Pitt buildings (e.g., within UPMC) will be dictated by existing policies of the relevant facilities. All research continuance will be subject to approval by Pitt’s Institutional Review Board.

3. Number of people/positions required on campus:
   Employees and students will not be required on campus during the Elevated Risk Posture. Employees and students who cannot complete their research responsibilities remotely will be allowed on campus. Individual employees or students whose research responsibilities can be adequately executed remotely
will continue to operate remotely. When research operations cannot be conducted remotely, principal investigators will submit a plan to conduct on campus research activities with risk mitigation restrictions. The plan will be approved by the Chair, IRB and Dean. Lab personnel and students in cohorts of fewer than 25 people will be scheduled and research conducted in full compliance with all distancing, PPE and occupancy restrictions.

4. Buildings:
SHRS is housed in six buildings on and around the Pittsburgh main campus where research is conducted. During the Elevated Risk Posture, all operations will be conducted remotely with the exception of potential clinical skills laboratories and essential research functions authorized by the Dean and University officials. SHRS research labs are primarily housed in four buildings:

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**Bridgeside Point 1** – Department of Physical Therapy (PT), Department of Occupational Therapy (OT), SHRS Anatomy lab and the SHRS Clinical Translational Research Center. *Functions are primarily teaching, clinical skills labs and research.*

**Forbes Tower** – Dean’s Office, SHRS administrative functions and the SHRS Office of Online Learning, Counseling Program, Department of Communication Science and Disorders (CSD), Department of Health Information Management (HIM) and the Department of Sports Medicine and Nutrition (SMN). *Functions are primarily teaching, clinical skills labs, research and administrative and business operations.*

**Rivertech** – Neuromuscular Research Laboratory (NMRL) and the Warrior Human Performance Laboratory. *Functions are primarily research and teaching*

E. **Administrative and Business Operations**

1. What is being done:
All general administrative and business operations functions including but not limited to: Human Resources, student services (registrar, admissions), budget and finance, information technology, communications, recruitment, alumni/donor relations, facilities management and online learning support.

2. How it is being done:
In the Elevated Risk Posture, to the greatest extent feasible, virtually all work can be accomplished remotely.
3. Number of people/positions required on campus:
Employees will not be required on campus during the Elevated Risk Posture. Department Chairs and business unit supervisors will prepare a staffing plan for those persons who prefer to work on campus. Plans will minimize the number of persons working onsite to assure physical distancing and proper risk mitigation practices. Other persons requesting to be on-campus on an ad hoc basis must submit the request with a valid business reason to their immediate supervisor for approval. Additionally, the Department Chair or designee must approve the request. In cases of emergency, authorized IT support personnel may be periodically required on campus for troubleshooting or technology assistance.

4. Buildings:
Primarily Forbes Tower. SHRS deploys a hub and spoke model whereby very little administrative and business operations exist in the outlying departments and programs, all of which report centrally to Forbes Tower. For the limited operations that exist outside of Forbes Tower, all work can be done remotely.

III. Guarded Risk Posture

A. Teaching

1. What is being done:
Teaching in undergraduate and graduate professional education programs

2. How it is being done:
We will teach in compliance with the Flex@Pitt model that is designed to provide remote teaching as well as in-person experiences. In the Guarded Risk posture, to the extent feasible, in-class experiences and instruction will be offered to all students. In particular, in-person instruction for both didactic and practical, skills-based education will be offered. In-person classes will be scheduled to allow for physical distancing requirements. All in-person clinical skills labs will be administered with risk mitigation measures with safety first, utilizing PPE necessary and adhering to all safe distancing precautions.

3. Number of people/positions required on campus:
Employees and students will be permitted on campus in compliance with University Standards and Guidelines. Work may continue to be done remotely to the greatest extent possible. Gatherings will be capped at 250 persons or fewer.

4. Buildings:
SHRS is housed in six buildings on and around the Pittsburgh main campus where teaching takes place. All teaching functions will be administered on campus in compliance with University Standards and Guidelines including but not limited to physical distancing and required PPE.

**Bakery Square 1** – Department of Rehabilitation Science and Technology (RST), Prosthetics and Orthotics Program (P&O), and the Human Engineering Research Laboratories (HERL). *Functions are primarily teaching, clinical skills labs and research.*

**Bridgeside Point 1** – Department of Physical Therapy (PT), Department of Occupational Therapy (OT), SHRS Anatomy lab and the SHRS Clinical Translational Research Center. *Functions are primarily teaching, clinical skills labs and research.*

**Forbes Tower** – Dean’s Office, SHRS administrative functions and the SHRS Office of Online Learning, Counseling Program, Department of Communication Science and Disorders (CSD), Department of Health Information Management (HIM) and the Department of Sports Medicine and Nutrition (SMN). *Functions are primarily teaching, clinical skills labs, research, and administrative and business operations.*

**McKee Professional Building** – undergraduate Emergency Medicine (EM) and EMT programs. *Functions are primarily teaching and clinical skills labs.*

**Murdoch Building** – Department of Physician Assistant Studies (PA). *Functions are primarily teaching and clinical skills labs.*

**Rivertech** – Neuromuscular Research Laboratory (NMRL) and the Warrior Human Performance Laboratory. *Functions are primarily research and teaching.*

**B. Clinical Skills Laboratory Training**

1. **What is being done:**
   Clinical skills laboratory sessions for students in SHRS entry-level professional programs (undergraduate and graduate)

2. **How it is being done:**
   In the Guarded Risk posture, to the extent feasible, in-class experiences and instruction will be offered to all students. In particular, in-person instruction for both didactic and practical, skills-based education will be offered. In-person classes will be scheduled to allow for physical distancing requirements. All in-person clinical skills labs will be administered with risk mitigation measures with safety first, utilizing PPE necessary and adhering to all safe distancing
precautions. In addition to in-person skills labs, virtual labs and simulations will be offered to the greatest extent feasible. There are health care professional programs’ clinical skills that cannot be taught or assessed virtually, thereby requiring in-person instruction and assessment.

3. **Number of people/positions required on campus:**
   Employees and students will be permitted on campus in compliance with University Standards and Guidelines. Work may continue to be done remotely to the greatest extent possible. Gatherings will be capped at 250 persons or fewer.

4. **Buildings:**
   SHRS is housed in six buildings on and around the Pittsburgh main campus where clinical skills labs occur. During the Guarded Risk Posture, clinical skills lab functions will be administered on campus in compliance with University Standards and Guidelines including but not limited to physical distancing and required PPE.

   **Bakery Square 1** – Department of Rehabilitation Science and Technology (RST), Prosthetics and Orthotics Program (P&O), and the Human Engineering Research Laboratories (HERL). *Functions are primarily teaching, clinical skills labs and research.*

   **Bridgeside Point 1** – Department of Physical Therapy (PT), Department of Occupational Therapy (OT), SHRS Anatomy lab and the SHRS Clinical Translational Research Center. *Functions are primarily teaching, clinical skills labs and research.*

   **Forbes Tower** – Dean’s Office, SHRS administrative functions and the SHRS Office of Online Learning, Counseling Program, Department of Communication Science and Disorders (CSD), Department of Health Information Management (HIM) and the Department of Sports Medicine and Nutrition (SMN). *Functions are primarily teaching, clinical skills labs, research, and administrative and business operations.*

   **McKee Professional Building** – undergraduate Emergency Medicine (EM) and EMT programs. *Functions are primarily teaching and clinical skills labs.*

   **Murdoch Building** – Department of Physician Assistant Studies (PA). Functions are primarily teaching and clinical skills labs.

   **Rivertech** – Neuromuscular Research Laboratory (NMRL) and the Warrior Human Performance Laboratory. *Functions are primarily research and teaching*
C. **Clinical Education/Practicum Training**

1. **What is being done:**
   Clinical practicums for students in SHRS entry-level professional programs (undergraduate and graduate)

2. **How it is being done:**
   Placements at facilities with which SHRS has contractual agreements to mentor/teach clinical skills. In the case of clinical practicums, only students who accept risks will participate in clinical practicums and we will abide by policies (e.g., PPE, screening, distancing) of our clinical partners. No student will be knowingly assigned to provide care to patients who are COVID-positive in any practicum. For students who are unable to accept the risks associated with completing the required clinical practicums for graduation, the program will provide alternatives to the greatest extent possible. Students will be informed that a delay in graduation may be unavoidable if the required clinical practicum hours are delayed.

   Clinical experiences must be approved by the dean. The program coordinator or instructor must provide an explanation to the dean or their designee, how the host institution's safety procedures align with the University's Health Standards and Guidelines. [Standards and Guidelines: Off-campus Academic Experiences](#)

3. **Number of people/positions required on campus:**
   This is not applicable as clinical training is carried out at the clinical facilities. Oversight by SHRS faculty and directors of clinical education can be done remotely.

4. **Buildings:**
   This is not applicable as clinical training is carried out at the clinical facilities.

D. **Research**

1. **What is being done:**
   Research across the translational spectrum (T1-T4)

2. **How it is being done:**
   Research activities will be conducted consistent with approved Conduct of Research Plans and University guidance on research operations, human subjects research, and animal research protections in the Guarded Risk Posture. Research related to primary and secondary data analyses through access to large data sets housed in the health sciences, UPMC and the UPMC Health Plan will continue remotely. Basic science and non-human subjects laboratory research will continue with risk mitigation including adequate PPE, provision for social
distancing and building restrictions. Clinical research will abide by the guidance for research operations and human subjects research in Guarded Risk Posture for tier 1, tier 2, and tier 3 studies. Continuance of clinical research that is taking place exclusively outside of Pitt buildings (e.g., within UPMC) will be dictated by existing policies of the relevant facilities. All research continuance will be subject to approval by Pitt’s Institutional Review Board.

3. **Number of people/positions required on campus:**
   Employees and students will be permitted on campus to conduct research operations in full compliance with all physical distancing, PPE and occupancy restrictions. When research operations cannot be conducted remotely, principal investigators will submit a plan to conduct on campus research activities with risk mitigation restrictions. Individual employees or students whose research responsibilities can be adequately executed remotely will continue to operate remotely.

4. **Buildings:**
   SHRS is housed in six buildings on and around the Pittsburgh main campus SHRS research labs are primarily housed in four buildings:

   **Bakery Square 1** – Department of Rehabilitation Science and Technology (RST), Prosthetics and Orthotics Program (P&O), and the Human Engineering Research Laboratories (HERL). Functions are primarily teaching, clinical skills labs and research.

   **Bridgeside Point 1** – Department of Physical Therapy (PT), Department of Occupational Therapy (OT), SHRS Anatomy lab and the SHRS Clinical Translational Research Center. Functions are primarily teaching, clinical skills labs and research.

   **Forbes Tower** – Dean’s Office, SHRS administrative functions and the SHRS Office of Online Learning, Counseling Program, Department of Communication Science and Disorders (CSD), Department of Health Information Management (HIM) and the Department of Sports Medicine and Nutrition (SMN). Functions are primarily teaching, clinical skills labs, research, and administrative and business operations.

   **Rivertech** – Neuromuscular Research Laboratory (NMRL) and the Warrior Human Performance Laboratory. Functions are primarily research and teaching
E. Administrative and Business Operations

1. What is being done:
   All general administrative and business operations functions including but not limited to: Human Resources, student services (registrar, admissions), budget and finance, information technology, communications, recruitment, alumni/donor relations, facilities management and online learning support.

2. How it is being done:
   In the Guarded Risk Posture, to the greatest extent feasible, virtually all work can be accomplished remotely.

3. Number of people/positions required on campus:
   Employees and students will be permitted on campus in compliance with University Standards and Guidelines. Employees are encouraged to work from home to the greatest extent possible.

4. Buildings:
   Primarily Forbes Tower. SHRS deploys a hub and spoke model whereby very little administrative and business operations exist in the outlying departments and programs, all of which report centrally to Forbes Tower. For the limited operations that exist outside of Forbes Tower, all work can be done remotely.

Transitions between Operational Postures

As the environment shifts, the University’s Senior Leadership Team will make determinations about when the University’s operational posture must also shift to either more or less restricted.

As risk levels decline:

1. Shift from High Risk Posture to Elevated Risk Posture
   - SHRS will be notified of changes in operational postures in communication through the Provost and Senior Vice Chancellor of the Health Sciences.
   - Communications will include an overview of how the change in posture will affect academics, research, students, employees, facilities and meetings, events and travel.
   - SHRS will communicate operation changes related to the Posture shift via the Stakeholder Outreach communications plan outlined below. Operational changes may include, but are not limited to:
     - Options for in-person learning experiences
     - Gatherings permissible up to 25 persons
     - Resumption of permissible on-campus research activities as outlined in Research Plans
2. Shift from Elevated Risk Posture to Guarded Risk Posture
   ● SHRS will be notified of changes in operational postures in communications with the Provost and the Senior Vice Chancellor of the Health Sciences.
   ● Communications will include an overview of how the change in posture will affect academics, research, students, employees, facilities and meetings, events and travel.
   ● SHRS will communicate operation changes related to the Posture shift via the Stakeholder Outreach communications plan outlined below. Operational changes may include, but are not limited to:
     o Expansion of in-person learning experiences
     o Gatherings permissible up to 250 persons
     o Expansion of permissible on-campus research activities as outlined in the Research Plans.
     o Employees permitted on campus for work-related activities that require access to campus, with the approval of the department Chair and in accordance with the staffing plan developed by the Chair.

As risk levels increase:
3. Shift from Guarded Risk Posture to Elevated Risk Posture
   ● SHRS will be notified of changes in operational postures in communication through the Provost and Senior Vice Chancellor of the Health Sciences.
   ● Communications will include an overview of how the change in posture will affect academics, research, students, employees, facilities and meetings, events and travel.
   ● Additional resources will include SVC Health Sciences Cabinet and GSPH, SOM and UPMC leadership.
   ● SHRS will communicate operation changes related to the Posture shift via the Stakeholder Outreach communications plan outlined below. Operational changes may include, but are not limited to:
     o Reduction of in-person learning experiences
     o Gatherings reduced to no more than 25 persons
     o Reduction of permissible on-campus research activities as outlined in the Research Plans.
     o Employees permitted on campus for work-related activities that require access to campus.

4. Shift from Elevated Risk Posture to High Risk Posture
   ● SHRS will be notified of changes in operational postures in communication through the Provost and Senior Vice Chancellor of the Health Sciences.
   ● Communications will include an overview of how the change in posture will affect academics, research, students, employees, facilities and meetings, events and travel.
● Additional resources will include SVC Health Sciences Cabinet and GSPH, SOM and UPMC leadership.
● SHRS will communicate operation changes related to the Posture shift via the Stakeholder Outreach communications plan outlined below. Operational changes may include, but are not limited to:
  o Shift to remote learning only, with the exception of limited clinical skills labs with proper PPE and mitigation plans.
  o Gatherings restricted to no more than 10 persons (e.g. skills labs)
  o On-campus research activities restricted to essential support activities only as approved by the department Chair and outlined in the staffing plan.
  o Employees will work from home to the greatest extent possible

**Stakeholder Outreach**

SHRS key stakeholder groups include, but are not limited to faculty, staff, students, clinical preceptors, research subjects, alumni, visitors and the surrounding community. A coordinated communications plan is in place to inform our key stakeholders of shifts in operational postures in the following ways:

A. Faculty and Staff
   ● Regularly scheduled Zoom meetings with Dean, Chairs, Program Directors, Directors of Clinical Education, Faculty and Staff
   ● Informational emails distributed weekly or on a more frequent basis as needed
   ● Informational videos distributed via email, SHRS website, YouTube as needed
   ● SHRS Website home page and Faculty & Staff Resources pages updated as needed
   ● *The Insider* faculty and staff monthly e-newsletter via email
   ● Social media notices posted as needed
   ● Building signage posted as needed
   ● Fall/Winter 2020 FACETS magazine dedicated to SHRS response to COVID-19 (October 2020 distribution to 12,500+)

B. Students
   ● Informational emails distributed weekly or as needed by SHRS, Chairs, Program Directors and individual course faculty
   ● Program meetings via Zoom with students for information exchange
   ● Informational videos distributed via email, SHRS website, YouTube as needed
   ● Deans’ Exchanges with Students via Zoom for two-way communication and gauging of risk aversion
   ● SHRS Website home page updated as needed
   ● Social media notices posted as needed
   ● Building signage posted as needed
C. Clinical Preceptors
- Informational emails distributed by SHRS, Chairs, Program Directors and Directors of Clinical Education as needed
- SHRS Website home page updated as needed
- Social media notices posted as needed (SHRS, Wellness Pavilion and department/program sites)
- Building signage posted as needed
- Fall/Winter 2020 FACETS magazine dedicated to SHRS response to COVID-19 (October 2020 distribution to 12,500+)

D. Research Subjects
- Informational emails distributed by SHRS, Principal Investigators and Research Lab Directors, as needed
- SHRS Website home page updated as needed
- Social media notices posted as needed (SHRS, Wellness Pavilion and department/program sites)
- Building signage posted as needed

E. Alumni
- Informational emails distributed as needed
- SHRS Website home page updated as needed
- Notices posted to social media as needed
- Fall/Winter 2020 FACETS magazine dedicated to SHRS response to COVID-19 (October 2020 distribution to 12,500+)

F. Community/Visitors
- Informational emails distributed as needed
- SHRS Website home page updated as needed
- Social media notices posted as needed (SHRS, Wellness Pavilion and department/program sites)
- Building signage posted as needed
- Fall/Winter 2020 FACETS magazine dedicated to SHRS response to COVID-19 (October 2020 distribution to 12,500+)

Monitoring and Amendment

The SHRS Activity Area Plan will be monitored for compliance by a team of departmental designees that represents all of the key functions and buildings noted in the Plan. The team will act under the direction of the Dean. Any revisions to this plan will be submitted to the Senior Vice Chancellor of the Health Sciences for review and approval prior to implementation.
UNIVERSITY STANDARD AND GUIDELINES:

PITT COMMUNITY COMPACT: https://www.coronavirus.pitt.edu/pitt-community-compact
I. Overview
Activity Area: SHRS Wellness Pavilion at the Homewood CEC
Activity Area Lead: Channing Moreland, EdD, NCC
Plan submitted by: Channing Moreland, EdD, NCC
Original Date of Submission: October 2, 2020
Revision Date of Submission: October 27, 2020
Revision of a previously approved Activity Area Plan? YES

A. Plan Summary
1. Cleaning Protocols: Contracted janitorial services will clean and disinfect all occupied spaces at the beginning and end of shifts, and will clean frequently touched surfaces more often as needed, in accordance with the University's Standards and Guidelines for Cleaning, Disinfection and Hygiene.
2. Hand Sanitizer: Hand sanitizer dispensers, touchless whenever possible, will be placed throughout the Wellness Pavilion.
3. COVID-19 Training: All employees, volunteers and students will take the mandatory COVID-19 training.
4. Face Coverings: Face coverings will be worn by all employees, students and guests. These face coverings include any type of cloth or disposable material that covers the mouth and nose and can be safely secured in place (e.g., looped around ears or around the head) while in use.
   - The Wellness Pavilion will provide free face coverings at the WP reception desk for staff, students or guests who do not enter the Wellness Pavilion wearing a face covering.
   - Visitors who refuse to wear a face covering will not be permitted into the Wellness Pavilion facility.
5. SHRS Wellness Pavilion at the Homewood CEC: The Wellness Pavilion (WP) is a student-led space that will exist inside The W.E.L.L (Wellness, Education, Living, & Learning) at the University of Pittsburgh Homewood Community Engagement Center (CEC). The WP plans to provide a myriad of free health and wellness services and programs across the lifespan. Our aim is to improve and maintain the health and wellness of Homewood residents and surrounding communities. Additionally, the WP is committed to fostering healthy relationships between students, faculty, staff and community members via inter-professional collaborations and person-centered approaches to care. The WP features a commercially equipped kitchen, meeting spaces and multi-purpose spaces. All SHRS academic programs and departments are represented at the Wellness Pavilion.
All programs will be scheduled, and guests must pre-register for the program/group in order to participate. All groups and workshops will take place in the multipurpose room, unless another space is better suited for the activity, where no more than 18 students, faculty, staff and guests will be present. When possible, programs will be offered virtually instead of in-person. The following programs will take place at the SHRS Wellness Pavilion (virtually or in-person):

a. **Nutrition:**
   i. Nutrition education
   ii. Cooking demonstrations

b. **Occupational Therapy:**
   i. Sessions for community members to seek advice and expertise for occupational therapy (i.e. OT screening and in-home programming).
   ii. Beyond the Bell afterschool program for middle school students.
   iii. Hope for Handwriting one-on-one sessions for students in elementary school who are having difficulty with their handwriting skills.

c. **Physical Therapy:**
   i. Screening and educational programs (Fall Risk, Diabetic Foot Screening, Protect your Back, mobility problems, chronic health management)
   ii. *On the Move* ® older adult exercise classes

d. **Emergency Medicine:**
   i. Community Responder program (education on bleeding control, Narcan administration, AED use, compressions and epinephrine auto-injector administration to the community and other lay persons)
   ii. Provide training on CPR/First Aid for victims of all ages, use of an AED, and obstructed airway management training
   iii. Facilitate American Red Cross Babysitting training for youth ages 11-15

e. **Counseling:**
   i. Support and Psycho-educational groups
   ii. Case management support to access existing mental health services, support groups for stress reduction, bereavement, family transitions, etc.

f. **Physician Assistant Studies:**
   i. General health-related education to the community and workshops (i.e. blood pressure, maternal health, learning and using healthy lifestyle habits, etc.)

g. **Communication Science & Disorders:**
   i. Programming related to identification and referral for speech, language, hearing and swallowing disorders (speechreading training, literacy, communication strategies)
   ii. Speech and hearing screenings
h. **Diabetes Intervention & Self-Care Opportunities (DISCO):** This program was developed in collaboration with SHRS Nutrition, Counseling, Physical Therapy and Pitt School of Pharmacy. A series of small group community-based diabetes education classes will occur at the Wellness Pavilion. The following interventions will be offered: emotional support, nutrition education, medication education, foot care screenings and exercise activities.

6. **Reception/Meeting Rooms/Commercial-Grade Kitchen/Multi-purpose Space:**
   a. All public areas within the Wellness Pavilion are de-densified to comply with the six-foot physical distancing and seating capacity restrictions
   b. All public areas within the Wellness Pavilion have signage posted to include social distancing, handwashing (or hand sanitizers), occupancy limits, seating, cleaning, etc.
   c. All seating is arranged to comply with the six-foot physical distancing and seating capacity restrictions
   d. Furniture was removed wherever possible to promote social distancing
   e. Signage is posted to indicate where seating is permitted
   f. All surface areas will be wiped with disinfectant wipes/spray after each use. This is the responsibility of faculty, staff and practicum/internship students.
   g. All high-touch surface areas will be cleaned with disinfecting wipes/spray before and after each use. This is the responsibility of faculty, staff and practicum/internship students.
   h. Microwaves, refrigerators, stove and ovens may be used but touch surfaces must be wiped before and after each use. This is the responsibility of faculty, staff and practicum/internship students.
   i. Employees must wipe down office surface areas, keyboard and mouse daily before and after use.
   j. Avoid face-to-face positioning of workstations when possible, especially when lacking barriers.

7. **General Operations Planning:**
   a. All employees (faculty, staff and students) are encouraged to work remotely whenever possible.
   b. Wellness Pavilion director will stagger programming hours to avoid large numbers of workers and guests reporting at the same time.

**B. Attestation**

I, Channing Moreland, on behalf of the SHRS Wellness Pavilion at the Homewood CEC, agree to commit to following the University’s Standards and Guidelines, including, but not limited to: Face Coverings, Personal Protective Equipment, and Personal Hygiene; Shared Spaces; and Meetings, Conferences, Events and Guests.
Wellness Pavilion Functions in Each Operational Posture

I. High Risk Posture

A. WP Programming
   1. What is being done:
      Programs/services are offered to the community
   2. How it is being done:
      WP programs and events will be virtual only.
      a. WP will be hard-shuttered and appropriate signage placed on entry-doors to notify public that the facility is closed.
      b. All in-person events and programs cancelled within 25-Live or other registration/scheduling platforms. Notifications will be made to appropriate parties including staff, students, faculty, room requestors and event organizers, WP Committee, etc. Notices will be posted on the WP website and throughout social media channels.
      c. The WP will support programs virtually.
   3. Number of people/positions required:
      Access/Use of the WP will be restricted to essential personnel only, namely the WP director.
   4. Building:
      The SHRS Wellness Pavilion at the Homewood CEC, 622 N. Homewood Avenue, Pittsburgh, PA, 15208.

II. Elevated Risk Posture

A. WP Programming
   1. What is being done:
      Programs/services are offered to the community
   2. How it is being done:
      a. WP Programs and events will be virtual whenever possible, reserving in-person operations for those activities that cannot be done virtually.
      b. For programs and events occurring in-person, attendance will be limited to 25 or less, in accordance with the number of persons who can be in a WP room given appropriate physical distance of six feet (6’). Events at the WP will meet the following room occupancy guidelines in consultation with facilities:
         i. School of Health and Rehabilitation Sciences Wellness Pavilion – 28:
            • Reception/Front Desk – 1
            • Kitchen – 3
            • Multipurpose/Exercise Room – 18
            • WPB – 2
            • WPC – 2
• WPD – 2

ii. Facility hours will be limited to accommodate only pre-scheduled, in-person events based on the parameters set forth in the Meetings, Conferences, Events and Guests Standards and Guidelines. As a result, in-person staff schedules will be based on programming at the WP; during times when programming is not occurring, most staff will work virtually.

iii. Appropriate signage will be placed throughout the WP.

iv. The staff at the WP receptionist desk will keep track of the number of people in spaces and rooms to ensure occupancy numbers are maintained.

v. Face coverings will be worn by all employees and guests. These face coverings include any type of cloth or disposable material that covers the mouth and nose and can be safely secured in place (e.g., looped around ears or around the head) while in use. The WP will provide face coverings at the reception desk for staff or guests who enter the vestibule not wearing a face covering. Visitors who refuse to wear a face covering will not be permitted into the WP.

3. Number of people/positions:
   a. Full time WP staff will be scheduled to work according to the needs of the WP. Workstations will be separated to allow for maximum distancing. All staff, faculty and students will follow University safety guidelines including wearing face coverings.
   b. COVID-19 mitigation supplies will be provided to staff, faculty and students including proper sanitization products to ensure work areas and high touch areas are sanitized based upon University guidelines.
   c. In the elevated risk posture, only necessary WP staff will be on-site for limited hours to accommodate in-person events/programs. Actions are broken down based upon each position as follows:
      i. Wellness Pavilion Director (in-person)
      ii. SHRS Students (in-person and remote) will work in person to support in-person programming and remotely to support the virtual aspects of the program.
      iii. SHRS Faculty (in-person and remote) will work in person to support in-person programming and remotely to support the virtual aspects of the program.
      iv. WP Interns (in-person and remote) will work in person to support in-person programming and remotely to support the virtual aspects of the program.
      v. SHRS Staff (in-person and remote) will work in person to support in-person programming and remotely to support the virtual aspects of the program.
4. **Building:**
   The SHRS Wellness Pavilion at the Homewood CEC, 622 N. Homewood Avenue, Pittsburgh, PA, 15208.

III. **Guarded Risk Posture**

   **A. WP Programming**
   1. **What is being done:**
      Programs/services will be offered to the community.
   2. **How it is being done:**
      a. The WP will be open, 9am – 5pm, Monday through Friday only for pre-scheduled programs and events. Evening hours (hours after 5pm) will be scheduled on an as-needed basis to accommodate programming. In all postures, from the Standards and Guidelines: In-person Meetings, Conferences and Events that are on-campus and any such Gatherings that are hosted by a University member, whether on-campus or off-campus, should be held only when there is an identifiable function that cannot be achieved when holding the gathering remotely in compliance with the University’s Standards and Guidelines.
      b. Facility will only be accessible to visitors when there are pre-scheduled, in-person events based on the parameters set forth in the Meetings, Conferences, Events and Guests Standards and Guidelines. As a result, in-person staff schedules will be based on programming at the WP; during times when programming is not occurring, most staff will work virtually. New room occupancy numbers will be maintained.
      c. The staff at the WP receptionist desk will keep track of the number of people in spaces and rooms to ensure occupancy numbers are maintained.
      d. COVID-19 mitigation supplies will be provided to staff, including proper sanitization products to ensure work areas and high touch areas are sanitized based upon University guidelines.
      e. Face coverings will be worn by all employees and guests. These face coverings include any type of cloth or disposable material that covers the mouth and nose and can be safely secured in place (e.g., looped around ears or around the head) while in use. The WP will provide face coverings at the front desk for staff or guests who enter the vestibule not wearing a face covering. Visitors who refuse to wear a face covering will not be permitted into the WP facility.
   3. **Number of people/positions:**
      a. WP staff will resume work schedules based on pre-scheduled, in-person programs and events. Workstations will be separated to allow for maximum distancing. All staff will follow University safety guidelines, including wearing face coverings.
b. Actions are broken down based on each position as follows:
   i. **Wellness Pavilion Director (in-person)**
   ii. **SHRS Students (in-person and remote)** will work in person to support in-person programming and remotely to support the virtual aspects of the program.
   iii. **SHRS Faculty (in-person and remote)** will work in person to support in-person programming and remotely to support the virtual aspects of the program.
   iv. **WP Interns (in-person and remote)** will work in person to support in-person programming.
   v. **SHRS Staff (in-person and remote)** will work in person to support in-person programming and remotely to support the virtual aspects of the program.

4. **Buildings:** The SHRS Wellness Pavilion at the Homewood CEC, 622 N. Homewood Avenue, Pittsburgh, PA, 15208.

Transitions between Operational Postures

A. **Shift from High Risk Posture to Elevated Risk Posture**
   1. WP personnel including students will be notified via email of the shift in posture and will be directed to [https://www.coronavirus.pitt.edu/](https://www.coronavirus.pitt.edu/) for up-to-date information on University Operational Postures. The email will include the maximum occupancy for WP spaces (kitchen, meeting rooms, and multipurpose/exercise rooms) and changes in hours of operation. Notices will be posted on WP website and throughout social media channels.
   2. SHRS programs/departments hosting events and programs will be contacted via email and/or phone to discuss if their event could continue in a virtual format or whether it must take place in-person. WP hours will be posted based on the in-person events.
   3. Registered guests and partnering organizations will be contacted via email, phone and text message notifying them of the shift in posture and will be directed to [http://www.coronavirus.pitt.edu](http://www.coronavirus.pitt.edu) for up-to-date information on University Operational Postures and how this will impact programming.
   4. SHRS students, faculty, staff, and interns will be notified that they can begin resuming some on-site work, though most should continue to work remotely. The WP Director will resume on-site, in-person work.

B. **Shift from Elevated Risk Posture to Guarded Risk Posture**
   1. WP personnel including students will be notified via email of the shift in posture and will be directed to [https://www.coronavirus.pitt.edu/](https://www.coronavirus.pitt.edu/) for up-to-date information on University Operational Postures. The email will include max occupancy for WP spaces (kitchen, meeting rooms, and multipurpose/exercise rooms) and changes in hours of operation. Notices will be posted on WP website and throughout social media channels.
2. SHRS programs/departments hosting in-person events and programs will be contacted via email and/or phone to discuss if their event could continue in a virtual format or whether it should take place in-person. WP hours will be posted based on the remaining in-person events.

3. Registered guests and partnering organizations will be contacted via email, phone and text message notifying them of the shift in posture and will be directed to http://www.coronavirus.pitt.edu/ for up-to-date information on University Operational Postures and how this will impact programming.

4. WP staff will resume a regular on-site work schedule. SHRS students, faculty, staff, and interns can continue some on-site work, though should work remotely when possible. The WP Director will continue on-site, in-person work.

C. Shift from Guarded Risk Posture to Elevated Risk Posture

1. WP personnel including students will be notified via email of the shift in posture and will be directed to https://www.coronavirus.pitt.edu/ for up-to-date information on University Operational Postures. The email will include max occupancy for WP spaces (kitchen, meeting rooms, and multipurpose/exercise rooms) and changes in hours of operation. Notices will be posted on WP website and throughout social media channels.

2. SHRS programs/departments hosting in-person events and programs will be contacted via email and/or phone to discuss if their event could be moved to a virtual format. WP hours will be posted based on the remaining in-person events.

3. Registered guests and partnering organizations will be contacted via email, phone and text message notifying them of the shift in posture and will be directed to http://www.coronavirus.pitt.edu/ for up-to-date information on University Operational Postures and how this will impact programming.

4. WP staff will revert to mostly remote work. SHRS students, faculty, staff, and interns will be notified that they can continue some on-site work, though most should work remotely. The WP Director will continue on-site, in-person work.

D. Shift from Elevated Risk Posture to High Risk Posture

1. WP personnel including students will be notified via email of the shift in posture and will be directed to https://www.coronavirus.pitt.edu/ for up-to-date information on University Operational Postures. The email will include max occupancy for WP spaces (kitchen, meeting rooms, and multipurpose/exercise rooms) and changes in hours of operation. Notices will be posted on WP website and throughout social media channels.

2. All in-person and programs will be cancelled in 25-Live or other registration/scheduling platforms. Notifications will be made to appropriate parties including staff, room requestors and event organizers, advisory councils, etc. Notices will be posted on the WP website and throughout social media channels.
3. SHRS programs/departments hosting in-person events and programs will be contacted via email and/or phone to discuss if their event could be moved to a virtual format. Events requiring in-person attendance will be postponed until the University shifts to a different risk posture.

4. Registered guests and partnering organizations will be contacted via email, phone and text message notifying them of the shift in posture and will be directed to http://www.coronavirus.pitt.edu for up-to-date information on University Operational Postures and how this will impact programming.

5. All WP staff as well as SHRS students, faculty, staff, and interns will shift completely to remote work. The WP Director will have access to the building on an as-needed basis.

Stakeholder Outreach

A. Faculty, Staff and Students

WP staff will post hours of operation, closures, and COVID-19 Safety Plan on the WP’s website at https://www.wellnesspavilion.pitt.edu/ including appropriate links to https://www.coronavirus.pitt.edu/ for up-to-date information on University Operational Postures.

Signage placed will prompt WP visitors of University Operational Postures while in the center including distancing and face covering requirements.

In addition to leveraging the WP Website as a mode of communication to University audiences around access to the center, WP staff will also utilize social media channels including Facebook and Wellness Pavilion newsletters.

B. Community Stakeholders including Residents, Organizational Leaders, Partnering Organizations and Alumni

WP staff will post hours of operation, closures and COVID-19 Safety Plan on the WP’s website at https://www.wellnesspavilion.pitt.edu/ including appropriate links to https://www.coronavirus.pitt.edu/ for up-to-date information on University Operational Postures.

Signage placed will prompt WP visitors of University Operational Postures while in the center including distancing and face covering requirements.

In addition to the WP website, modes of communication will include social media (as described above) and newsletters. In addition, WP committee meetings and community wide meetings will be leveraged as a platform to update the community of University Postures and of modified access to the WP space. Guidance related to operational posture shifts including messaging will be provided by University Communications.
Monitoring and Amendment

Channing Moreland, EdD, NCC, director, SHRS Wellness Pavilion, School of Health and Rehabilitation Sciences. Any revisions to this plan must be approved by the Senior Vice Chancellor for Health Sciences.