

**University of Richmond
Fall 2021
COVID-19 Response Plan**

August 2021



Record of Revision

Section and Summary of Changes	Date of Revision	Revision Number	Revision Author
General update reflecting actions implemented during the fall; Reorganization of Resilience Group subcommittees; Updated Resilience Group Membership, Prevalence Testing, Health Screening, and Isolation/Quarantine information	December 16, 2020	1	B. Schaal
General update reflecting actions implemented during the summer; changes to Resilience Group subcommittees; Included Vaccine Requirement Information; Updated Prevalence Testing, Health Screening, Housing, and Isolation/Quarantine Information	August 1, 2021	2	B. Schaal

Table of Contents

<i>Introduction</i>	5
<i>University of Richmond Reopening Plan</i>	6
Establishing a COVID-19 Campus Response Team and Coordinator	6
Collaboration with Public Health Officials	7
<i>Overview of the University’s COVID-19 Resilience Planning</i>	7
<i>University Physical Distancing Framework</i>	8
Planning Assumptions	9
University of Richmond Physical Distancing Framework Stages	8
Indicators for Moving Between the Framework Stages.....	9
Communicating Campus Stages	10
Deploying the Framework	12
Requirement for Face Coverings	10
Student Housing	10
Campus Classrooms	11
Dining Services.....	11
Cleaning and Disinfection	11
Healthy Buildings -- Engineering Controls.....	11
<i>Student, Faculty and Staff Health and Well-Being</i>	12
Student Health Center.....	12
Counseling and Psychological Services	13
COVID-19 Testing	14
Initial Screening Testing for Students.....	14
Testing for Students, Faculty, and Staff With COVID-19 Symptoms and Close Contacts Identified Through Contact Tracing	14
Prevalence or Sentinel Testing for Students, Faculty, and Staff	14
Daily Health and Temperature Screening	15
Pre-Arrival Screening for Students	21
Pre-Arrival Screening for Faculty and Staff	21
Daily Screening for Students.....	22
Daily Screening for Faculty and Staff.....	22
Contact Tracing.....	15
<i>Isolation and Quarantine</i>	16

Isolation and Quarantine Housing	16
Isolation and Quarantine Transfer Protocols for Students	24
Support for Students in Isolation and Quarantine	16
Accommodations for Vulnerable Students, Faculty and Staff at High Risk	17
Support for International Students	17
University Leave Policies and Healthcare Benefits	17
Monitoring Health Conditions on Campus and in the Community	18
Outbreak Management	19
Transitioning to Remote Education and Work	19
<i>Health Promotion, Education, Training and Compliance</i>	<i>21</i>

Introduction

The University's COVID-19 Response Plan and health and safety planning work are guided by two fundamental priorities: promoting the health and safety of the University community, and ensuring our students receive an excellent academic experience. The University is known for dynamic, face-to-face instruction in small classes organized around robust discussion, group problem-solving, and personal faculty attention. In developing our plans for the fall 2021 semester, the University sought to preserve these hallmarks of a Richmond education while making necessary adjustments and complementary interventions to promote the health and safety of all members of the campus community.

The University of Richmond's COVID-19 Response Plan addresses the requirements of Governor Northam's Higher Education Reopening Guidance issued on June 11, 2020. This Plan and campus protocols will continue to be revised as needed in order to respond effectively and rapidly to evolving public health guidance and campus and local health conditions.

University of Richmond COVID-19 Response Plan

Establishing a COVID-19 Campus Response Team and Coordinator

The University established a Resilience of Operation Working Group (the “Resilience Group”) to serve as the University’s COVID-19 steering committee. The Resilience Group has 20 members with representation from across campus including faculty, Academic Affairs, Student Development, the Student Health Center, Public Safety, Emergency Management, Dining Services, Campus Operations, Residence Life, Human Resources, Risk Management, and Athletics. The membership of the Resilience Group may be modified to include individuals with broad scope of responsibility and decision-making authority, although the functional areas listed above will remain represented.

The University’s Director of Emergency Management serves as its COVID-19 Coordinator, working in close collaboration with the Resilience Group and leadership across campus. Members of the Resilience Group remain in close contact with the Virginia Department of Health and the Richmond City and Henrico Health Districts to monitor conditions and their potential to impact campus operations.

The Resilience Group has five subcommittees to continue to develop, refine, implement, and oversee the University’s resilience and response plans. The teams and their charges are as follows:

- *Situation Monitoring, Testing and Contact Tracing* – This team’s charge is to monitor and detect the incidence of infection within the campus community through testing, contact tracing, and syndromic surveillance, to monitor the incidence of COVID-19 cases in the local community and to make recommendations to the Resilience Group regarding moving between physical distancing stages and transitioning to remote education and work.
- *Isolation and Quarantine Case Management and Support for Students* – This team’s charge is to refine and implement protocols for supporting students diagnosed with COVID-19 and students in quarantine, including medical, mental health, and academic support.
- *Health Management and Support for Faculty and Staff* – This team’s charge is to implement a plan for monitoring and supporting the health of faculty and staff diagnosed with COVID-19 or those in quarantine.
- *Health Promotion and Compliance – Students and Employees* – This team’s charge is to develop policies, procedures, training, communications and awareness campaigns designed to promote compliance with the University’s COVID-19 health and safety measures and to enforce compliance when necessary.
- *Procurement* – This team’s charge is to support the University’s COVID-19 response by sourcing and procuring supplies and equipment recommended by the Resiliency Group.

The Resilience Group makes recommendations to the President and leadership of the University regarding changes in this plan, the implementation of the University's Physical Distancing Framework, and the operating status of the University.

Collaboration with Public Health Officials

The University is collaborating closely with the Virginia Department of Health, the Richmond City Health District, and the Henrico Health District. Additionally, members of the Resilience Group have reviewed with representatives of the Richmond City and Henrico Health Districts the University's plans for testing, contact tracing, isolation and quarantine, as well as physical distancing guidelines established for campus. Representatives of the University meet as needed with representatives of the Richmond City and Henrico Health Districts. Contact information for the University's local health department officials is as follows:

Deputy Director Richmond City and Henrico Health Districts
400 E. Cary Street Richmond, VA 23219
804-205-3500

Medical Director
Henrico and Richmond Health Districts
400 E. Cary Street Richmond, VA 23219
804-501-4655

Senior Epidemiologist
Henrico and Richmond Health Districts
8600 Dixon Powers Dr.
Henrico, VA 23228
804-501-5216

The University works closely with the Virginia Department of Health and the Richmond City and Henrico Health Districts and, specifically:

- Provides notice, or requires its testing provider to provide notice, of positive COVID-19 cases on campus;
- Supports contact tracing efforts by providing timely and complete information required by VDH contact tracers;
- Provides notice of any suspected outbreak of COVID-19 on campus;
- Seeks consultation and direction in responding to any outbreak of COVID-19 on campus; and
- Seeks consultation and direction in any decision to close all or part of campus or to transition to remote education and work.

Overview of the University's COVID-19 Resilience Planning

The University's COVID-19 Response Plan and resilience work incorporates multiple, complementary actions and interventions designed to mitigate the risk of COVID-19 on

campus. Information regarding each aspect of the University's resilience planning is detailed below.

Vaccine Requirement

Currently, vaccines are the most effective tool available to combat the COVID-19 pandemic. The University will require all students, faculty, and staff to receive a COVID-19 vaccine. This requirement will go into effect as soon as one of the vaccines receives fully approval by the FDA. All students, faculty, and staff are required to report their vaccine status to the University by August 1, 2021. There are three exemptions from the University's vaccine requirement – a medical exemption, a religious exemption, and an exemption based on strong personal convictions. The University is closely tracking compliance with the requirement to report vaccine status and statistics on the percentage of students, faculty, and staff who are fully vaccinated.

Prior to the effective date of the vaccine requirement, the University engaged in an extensive campaign to strongly encourage students, faculty, and staff to get vaccinated immediately. The campaign includes community-wide messages, video messages, social media outreach and a vaccine incentive program under which students, faculty, and staff are eligible to win prizes for reporting being fully vaccinated.

Data regarding the vaccination status of University students and full-time faculty and staff is available on the University's [COVID-19 Dashboard](#).

University Physical Distancing Framework

The University developed and implemented a [Physical Distancing Framework](#) (the "Framework") which provides staged guidelines that are intended to promote the health of the campus community. All students, faculty, and staff are required to act in accordance with the Framework. Color-coded from red to green, the framework allows physical distancing protocols to be relaxed as the situation improves. Each stage corresponds to the conditions on campus and in the local community.

The Framework is evaluated and updated on a regular basis to reflect the latest public health and other guidance and the current version is available on the University's [COVID-19 website](#).

University of Richmond Physical Distancing Framework Stages

The Framework consists of five stages with a set of standards under each stage covering, among other areas, general guidelines and precautions, building modifications, student housing, travel, classrooms, labs, meetings and events, class schedules, and vendors and contractors. It is designed to allow the University to relax its requirements as conditions warrant and to move back to a more restrictive stage when necessary. The stages are as follows:

- **Red Stage** – The red stage is the most restrictive of the four stages. In the red stage, the University implements the recommendations within the Framework and complies with public health requirements.
- **Orange Stage** – The orange stage maintains many of the precautionary measures implemented as part of the Red Stage to allow time to identify the impact of increased numbers of students, faculty and staff on campus and complies public health requirements.
- **Yellow Stage** - The yellow stage permits the expansion of the co-curricular experience while maintaining many of the physical distancing requirements of the orange stage and complies with public health requirements.
- **Lime Stage** – The lime stage provides an opportunity to continue in-person classes and ensure all offices are open with an in-person presence while maintaining protective measures and complies with public health requirements.
- **Green Stage** – The green stage relaxes many of the precautions of the prior stages, but recognizes a new post-COVID-19 normal and complies with public health requirements.

Indicators for Moving Between the Framework Stages

The Resilience Group’s Situation Monitoring, Testing, and Contact Tracing Team (the “Situation Monitoring Team”) is charged with making recommendations to the Resilience Group regarding the indicators the University will track to make decisions regarding moving from one stage of the Framework to the next or moving back to a more restrictive stage.

Recommendations regarding transitions between the stages of the Physical Distancing Framework will be made in a holistic and not a formulaic manner. The metrics listed below will be considered as a whole and no single metric will be dispositive.

- External Metrics
 - State or local government orders and directives
 - The percentage of the local community (Richmond, Chesterfield, Henrico) who are vaccinated.
 - Using the CDC’s framework, the level of community transmission (Richmond, Chesterfield, Henrico), using the 7-day average per 100,000.
 - Bed and ICU capacity of local hospitals
- Campus Metrics
 - Trajectory of the number of confirmed COVID-19 cases on campus, both aggregated and separated by students, faculty, and staff.
 - Trajectory of the percentage of positive tests among students, faculty and staff. The weight attributed to this metric will take into account the overall

- number of tests conducted on campus.
- Percentage of isolation and quarantine space in use.
- Percentage of faculty and staff who are fully vaccinated.
- Percentage of students who are fully vaccinated.

Communicating Campus Stages

The University notifies the campus community of transitions from one Framework stage to another by sending out a campus-wide message. The current status is also reflected on the University's main website landing page and on its [COVID-19 website](#).

Mask Policy

The University maintains a mask policy that provides members of the campus community with direction on current campus requirements for wearing masks. The mask policy is modified as necessary based on public health guidance and conditions on campus. More information on the University's modified policy on mask can be found [here](#).

Student Housing

The majority of all student rooms in the University's traditional-style residence halls (e.g., double rooms with shared hall bathrooms), suites (e.g., 3 or 4-person units with shared bathroom), and apartments (e.g., 4-person units with shared bathroom) are large enough in terms of square footage to permit full occupancy, consistent with the requirement of maintaining at least 6 feet of space between unvaccinated individuals. The University treats roommates as a family unit for purposes of contact tracing and quarantine.

The University developed a schedule for student move-in prior to the fall semester to enable COVID-19 testing upon arrival for students that are not fully vaccinated. Move-in and arrival testing will begin on August 15, 2021 and will end on August 20, 2021.

The University's custodial services team follows the CDC's guidelines for cleaning and disinfection of residential facilities using only EPA-registered disinfectants identified for use against SARS-CoV-2. Disinfecting wipe stations have been installed for residents to wipe down frequently touched surfaces in residence facilities; posted signage provides guidance for frequency and proper techniques. Hand sanitizing stations have been installed in every residential building at entry points as well as in high-traffic areas. Signage has been posted in all residential buildings with hygiene and health/wellness information/reminders.

Access to campus housing is limited and controlled via key or swipe card access. In the red, orange, and yellow stages of the Framework, off-campus visitor access to residence halls is restricted.

Campus Classrooms

For the fall semester, the University assigned classrooms to allow for three feet of physical distance between students and at least six feet of space between the faculty member and the students. The University created and placed in each classroom schematic drawings of each space prior to assignment in order to ensure compliance.

Faculty and other classroom instructors may require all students to wear face coverings in the classroom.

The University's custodial services team follows the CDC's guidelines for cleaning and disinfection of classrooms using only EPA-registered disinfectants identified for use against SARS-CoV-2. Classrooms are cleaned at least once per day and are equipped with disinfecting wipe stations so that students and faculty can wipe down surfaces that they have touched or will touch during the class.

Dining Services

As a primarily residential, undergraduate campus, dining services on campus are a critical component of the infrastructure that enable residential education in fall 2021. The University's Dining Services developed a plan for serving students in the University's dining hall and in its on-campus retail locations in a manner aligned with the Framework.

Consistent with all campus buildings, the University's dining outlets follow campus procedures for increased cleaning and disinfection of high-touch areas, and staff have been trained on these procedures.

Cleaning and Disinfection

As noted above, the University's custodial services team follows all applicable public health guidelines for cleaning and disinfection of campus facilities. The University's plan for cleaning and disinfection included the following:

- Procurement and utilization of only EPA-registered disinfectants identified for use against SARS-CoV-2;
- Training employees with prior cleaning and custodial responsibilities to prioritize cleaning and disinfection of high-touch surfaces in their assigned areas;
- Installation of disinfecting wipe stations across campus in academic, administrative, athletic and dining spaces, with signage encouraging individuals to wipe down high-touch surfaces with which they might come into contact; and
- A significant increase in the number of hand sanitizer stations across campus.

Healthy Buildings -- Engineering Controls

Engineering controls within campus buildings are an effective way to mitigate the spread of the SARS-CoV-2 virus. The University implemented the following engineering controls in its academic, administrative and residential buildings:

- Modified air handling systems to the greatest extent feasible to increase outside air input into buildings through existing systems;
- Added UV-C filtration and/or bi-polar ionization to existing air handling systems to neutralize viral particles;
- Installed foot pulls on bathroom doors; and
- Installed at least one no-touch faucet in public bathrooms that currently have none.

Student, Faculty and Staff Health and Well-Being

The health and well-being of students, faculty, and staff are central to the University's COVID-19 response planning. The University has sought to preserve the hallmarks of a Richmond education while making the changes and adjustments necessary to conform to public health guidance and promote health and safety. The following section provides details regarding key aspects of reopening meant to support our community's health and well-being on campus.

Student Health Center

The University offers a robust menu of health and well-being services for full-time, degree-seeking traditional undergraduates and law students during the academic year. The University's Student Health Center physicians, nurse practitioner, nursing staff, and assistant director of operations for health & well-being have been integral to the University's resilience planning. In addition to providing and maintaining its standard menu of services for eligible students, the Student Health Center has developed clinical protocols to care for students exhibiting COVID-like symptoms. All Student Health Center Staff have received the COVID-19 vaccination.

The Student Health Center has secured sufficient numbers of personal protective equipment ("PPE") including, but not limited to:

- N95 masks;
- Surgical ear loop masks for both providers and patients;
- Gloves; and
- Gowns.

The Student Health Center is equipped with a negative pressure exam room for persons with possible COVID-19 symptoms.

Students use the electronic medical record "patient portal" platform to schedule appointments. Staff tries to limit walk-in visits for students with respiratory illness or potential COVID-19.

Telehealth, phone, and in-person appointments will be available. Students entering the Student Health Center will be advised to wear a face covering. A central station with masks is at the front door. Each student's medical record is reviewed regarding COVID-

19 vaccine status and pre-screening questions for possible COVID-19 symptoms or exposure are asked. If during the pre-screening questions the patient's symptoms warrant COVID-19 diagnostic testing, or in-person medical evaluation, appointment options are discussed. The student is scheduled for either evaluation at the Student Health Center or advised regarding off-campus locations and after-hours resources.

Following the triage, the Student Health Center also provides educational information using the student's patient portal, including a summary of COVID-19 management, precautions, and an after-hours emergency medical care phone number.

The Student Health Center has a plan for after-hours clinical support for students. The Student Health Center uses the FoneMed nurse triage system. The FoneMed nurse triage includes the following:

- The FoneMed nurse is provided with phone number contacts as needed to call Student Health Center the physicians/nurse practitioner on-call or campus police/after-hours residential life staff for placement of students into isolation or quarantine space as indicated.
- Every FoneMed nurse triage call creates an electronic health record note to be reviewed within 24 hours by health center physician, nurse practitioner, or nurse.
- As indicated from the FoneMed nurse triage note, the student is contacted in follow up either by secure message email through patient portal or phone call.

The Student Health Center provides clinical support and monitoring for students who are in isolation and quarantine on campus, collaborating with the COVID-19 contract tracing members and CAPS counselors.

The Student Health Center has longstanding relationships with local hospitals and health care providers including:

- St. Mary's Hospital
- Henrico Doctors' Hospital
- BetterMed
- Patient First

Additionally, the University engaged SecureHealth to provide COVID-19 arrival and prevalence testing and testing for students in campus isolation or quarantine. .

[Counseling and Psychological Services](#)

The University's Counseling and Psychological Services ("CAPS") offers a wide range of mental health services to currently enrolled, full-time, degree-seeking students. CAPS supplemented traditional offerings with programming and services responsive to the mental health needs of students navigating the pandemic. This shift included the development of a robust [resource page](#) with information for all Richmond students coping with anxiety, stress, and other challenges.

CAPS has developed a warmline as an additional resource to support students. CAPS Peer Support Warmline is a non-urgent chat option for UR students who want to talk to

a trained peer. The warmline will be available to receive messages via the support widget on the CAPS homepage. The warmline is available seven days a week, 8pm-2am (except during fall, winter and spring breaks and over the summer). All text responders are UR students trained to provide empathetic, confidential mental health support for non-emergent situations.

CAPS will offer a hybrid model of in person and telehealth counseling services during the 2021-2022 academic year, as conditions warrant. CAPS will also add evening hours Monday-Wednesday to expand capacity and staff's ability to accommodate students' needs.

COVID-19 Testing

The University engaged SecureHealth to conduct COVID-19 testing on campus during the fall 2021 semester. SecureHealth has significant experience with COVID-19 testing and relationships with two separate testing laboratories, which facilitates both adequate testing capacity and prompt reporting of test results.

Initial Screening Testing for Students

For Fall 2021, upon arrival to campus, all students who are not fully vaccinated or who have not reported their vaccine status will be required to complete arrival COVID-19 testing. The only exception will be for students who tested positive for COVID-19 within the 90 days prior to their arrival. Students who are fully vaccinated and submitted their vaccination records will be exempt from arrival testing.

Testing for Students, Faculty, and Staff With COVID-19 Symptoms and Close Contacts Identified Through Contact Tracing

Any student who triggers established screening criteria based on symptoms or is a close contact with a COVID-19 positive individual and is unvaccinated will be tested using a viral PCR test or a rapid antigen test. The Student Health Center will conduct or refer students for such testing, and symptomatic students will be placed in isolation space pending test results. The results of this testing will be reported to the Student Health Center, the Virginia Department of Health, and to the students who test positive.

Any faculty or staff member who has symptoms of COVID-19 or is a close contact of a COVID-19 positive individual will be encouraged to seek a clinical evaluation and testing through their own health care provider or through one of several community-based providers with which the University or its health plan administrator has an arrangement for COVID-19 testing.

Testing for individuals identified as close contacts of an infected person shall be conducted in accordance with Virginia Department of Health guidelines. The Student Health Center will provide clinical support for students in quarantine and isolation.

Prevalence Testing for Students

The University will conduct prevalence testing during the fall semester for students who are not fully vaccinated. At the start of the semester, students who are not fully

vaccinated or who have not reported their vaccine status will be tested on a weekly basis. Thereafter, the frequency and scope of testing will be informed by conditions on campus and in the local community.

Daily Health and Temperature Screening

The University will encourage all students, faculty, and staff to self-monitor for symptoms of COVID-19 and not to attend class or come to work if they are sick. Undergraduate and law students will be instructed to contact the Student Health Center to report any symptoms. Other students, as well as faculty and staff will be instructed to contact their health care provider to report such symptoms. The University will conduct daily health and temperature screenings for certain employees to the extent required by applicable Commonwealth regulations.

Contact Tracing

Consistent with the Virginia Department of Health's ("VDH") guidance entitled *Contact Tracing as a Partnership between VDH and Institutions of Higher Education*, the University will continue to partner with the VDH and the Richmond and Henrico Health Districts to support contact tracing among students, faculty, and staff.

The University's plan for supporting contact tracing includes the elements listed below:

- *Reporting of Test Results.* As noted above, the University will ensure that COVID-19 test results are reported in accordance with VDH protocols.
- *Assigned Seats.* The University has requested that faculty utilize assigned seats for students in classrooms to facilitate contact tracing.
- *Primary Contacts for Public Health Officials.* The University shall designate one or more contacts for coordinating contact tracing among students, faculty, and staff.
- *Outreach Assistance.* The University will assist the health department with contacting students, faculty, and staff identified during contact tracing.
- *Referral to Isolation and Quarantine.* As described in more detail below, the University has dedicated isolation and quarantine space for residential students. Upon identification of a close contact of an infected person, a representative of the University will notify the close contact of the need for quarantine.
- *Digital Contact Tracing.* The University has encouraged students, faculty, and staff to download the COVIDWISE app sponsored by VDH.

Isolation and Quarantine

The University's Isolation and Quarantine Case Management and Support for Students team developed a plan for isolation and quarantine of students.

Isolation and Quarantine Housing

The University has secured 113 beds for isolation and quarantine of residential students including 20 five-person modular units with 100 beds. Each isolation and quarantine space is equipped with a television, micro-fridge unit, and high speed internet. The University has also identified other locations should additional isolation or quarantine space be required.

Residential students are given priority assignment to these isolation and quarantine beds. If additional isolation or quarantine space is needed, students living in single rooms with private bathrooms would be permitted to isolate in their rooms and roommates, suitemates, or apartment mates would be treated as household contacts and be permitted to quarantine in their assigned campus residence.

Undergraduate students residing off-campus who test positive for COVID-19 will be instructed to self-isolate in their off-campus residence or to return home, if medically stable and traveling by private car. Other students who test positive will be instructed to self-isolate at home. Non-residential students who are identified as close contacts through contact tracing will be instructed to self-quarantine at home. The University will provide these students with information on the requirements for isolation and quarantine.

Visitors are prohibited from the student's isolation and quarantine space for any reason, but health care providers are allowed access.

Support for Students in Isolation and Quarantine

The University provides support for students in isolation and quarantine.

The Student Health Center provides medical support and monitoring for students in isolation and quarantine. Students are provided symptom monitoring/self-care information in hard copy and via email. Students are directed to schedule daily "check ins" with the Student Health Center, which will follow up with any student who does not schedule a daily check in. During business hours, the Student Health Center providers are available to schedule telehealth or in-person visits with students who need to be evaluated. After hours, students are able to call the Student Health Center's nurse triage line to seek help and direction.

The University's counseling service, CAPS, is available to provide counseling services to students in isolation and quarantine remotely.

The deans of students work with students in isolation and quarantine to contact their faculty members, to facilitate remote participation in classes, and to provide other needed academic support.

The University's Dining Services delivers meals once a day to the student's assigned room. Meals are left outside for pick-up.

[Accommodations for Vulnerable Students, Faculty and Staff at High Risk](#)

The University recognizes that members of the campus community may be at high risk for COVID-19.

Students who have a disability that puts them at high risk for serious illness from COVID-19 may request an accommodation by completing the University's request for disability accommodations. Requests for accommodations are reviewed by the University's director of disability services who works in an iterative manner with the student to identify an appropriate accommodation.

The University has encouraged faculty and staff who have a disability that puts them at are high risk for serious illness from COVID-to seek an accommodation by completing a Request for Modified Work Arrangement form. The University's Human Resources Department reviews these requests and works in an iterative manner with the individual regarding the requested accommodation to identify an appropriate accommodation.

[Support for International Students](#)

The University recognizes that international students face unique challenges in returning to campus, including the limitations on the ability to secure visas, travel restrictions, and concerns about returning home during breaks in the academic calendar.

Students who are unable to get a timely appointment for a visa or who have trouble booking a flight and thus must arrive after the start of the semester will be provided with support to help them keep their courses for up to two weeks after the start of the term.

[University Leave Policies and Healthcare Benefits](#)

The University remains committed to robust employee benefits and has not altered or reduced its employee leave or benefits to date. Full-time and part-time employees who accrue leave are eligible to receive up to 15 days of additional paid leave to be used for COVID-19 related situations, including obtaining a vaccine, vaccine side effects, illness, quarantine, isolation, or family care needs. This one-time allowance of additional paid leave is meant to reduce the need for employees to use other paid leave, such as vacation or personal leave, in order to care for themselves or a family member impacted by COVID-19.

The University has provided health insurance coverage through Cigna, its health insurance provider, including providing additional virtual care options, an online resource center, and medical coverage for employees.

The University also maintains an [Employee Assistance Program](#), which is available to all employees regardless of eligibility for health insurance coverage.

Monitoring Health Conditions on Campus and in the Community

The University has developed a set of indicators to monitor the conditions on campus and in the local community. Those metrics include the following:

- External Metrics
 - State or local government orders and directives
 - COVID-19 data at state level
 - The percentage of people who are fully vaccinated.
 - 7-day average of the number of cases by date reported
 - 7-day average of the percentage of positive tests
 - The trend in the number of deaths by date of death
 - COVID-19 data at the local level (City of Richmond, Henrico, Chesterfield)
 - The percentage of the local community (Richmond, Chesterfield, Henrico) who are vaccinated.
 - Using the CDC's framework, the level of community transmission (Richmond, Chesterfield, Henrico), using the 7-day average per 100,000.
 - The trend in the 7-day average of hospitalizations
 - The trend in COVID-19 deaths by date reported
 - Bed and ICU capacity of local hospitals
 - UVA COVID-19 Model – projections for Virginia and metro Richmond
- Campus Metrics
 - Percent of faculty and staff fully vaccinated
 - Percent of students who are fully vaccinated
 - COVID-19 Case Data
 - Cumulative number of COVID-19 cases by date of report
 - Daily cases by date reported
 - Syndromic surveillance for students tracking influenza-like and COVID-like reports
 - Percent of isolation and quarantine space in use
 - Staffing levels for health, safety, and student support functions
 - Number of faculty unable to teach in-person due to illness

Outbreak Management

The University will work closely with the Virginia Department of Health to respond to and manage any outbreak of COVID-19 on campus.

The specific interventions that will be taken to contain an outbreak will be determined by the Virginia Department of Health, in collaboration with the University. Interventions will be targeted to the specific size and nature of the outbreak and may include isolation and quarantine of potentially affected individuals, COVID-19 testing for potentially affected individuals, closure of all or part of a campus building, or transitioning the entire campus to remote education and work.

The University's Crisis and Emergency Management Plan includes an Infectious Disease Outbreak Annex (the "Outbreak Plan") that, along with direction from Virginia Department of Health, will guide the University's response to a COVID-19 outbreak on campus. The Outbreak Plan enables the University to manage its response to an outbreak by coordinating the actions, protocols, and procedures of the Student Health Center, Student Development, and Human Resources with other university stakeholders, including the Provost and academic deans. The Outbreak Plan identifies the management process and flow of communication as well as roles and responsibilities so that all necessary actions are taken to recognize, verify and identify the characteristics of an outbreak which will enable the university to take effective measures to control the incident or outbreak, limit its spread and prevent its recurrence.

As part of the Outbreak Plan, the University has established the Outbreak Control Team.

The Director of Emergency Management, who also serves as the University's COVID-19 Coordinator, serves as the Chair of the Outbreak Control Team. The Medical Director of the Student Health Center serves as the alternate chair.

Transitioning to Remote Education and Work

The University will transition to remote education and work if it determines that in-person classes and continuing to have students in residence on campus cannot be accomplished in a manner that protects the health and safety of the campus community. Such a decision would be made in close collaboration with the Virginia Department of Health. The University has engaged in extensive planning for providing the exceptional educational experience for which the University is known in a remote format.

A recommendation to transition to remote education or work may come from either the Resilience Group and its Situation Monitoring team. The Situation Monitoring team is charged with monitoring trends in conditions on campus and in the local community, including conditions that might warrant a transition to remote education and work. Among the metrics that this team will monitor in connection with a potential transition to remote learning and education are the following:

- External Metrics
 - State or local government orders.
 - The percentage of people who are vaccinated in the local community (Richmond, Henrico, Chesterfield) and available data on the efficacy of the vaccines against new variants.
 - Using the CDC's framework, the level of community transmission (Richmond, Chesterfield, Henrico), using the 7-day average per 100,000.
 - The bed and ICU capacity of local hospitals.
- Campus Metrics
 - The percentage of faculty, staff, and students who are fully vaccinated and available data on the efficacy of the vaccines against new variants.
 - The trajectory of the number of confirmed COVID-19 cases on campus – a material increase in cases the trajectory of which is likely to outstrip testing, contact tracing, isolation and quarantine capacity on campus may indicate a need to transition to remote.
 - The trajectory of the percentage of positive tests among students, faculty and staff – a material increase in percent positivity the trajectory of which is likely to outstrip testing, contact tracing, isolation and quarantine capacity on campus may indicate a need to transition to remote. The weight attributed to this metric will take into account the overall number of tests conducted on campus.
 - Percentage of isolation and quarantine space in use – a high occupancy rate coupled with upward trend in cases on campus and lack of alternative isolation and quarantine space may indicate a need to transition to remote.
 - Staffing levels for health, safety, and student support functions – absentee rates due to illness that threaten ability to perform essential functions may indicate a need to transition to remote.
 - Number of faculty unable to teach due to illness – absentee rates due to illness threaten the ability to conduct classes even in remote format may indicate a need to transition to remote.

The Situation Monitoring team will consider these metrics in a holistic and not a formulaic manner. The metrics listed above will be considered as a whole and no single metric will be dispositive.

When the Situation Monitoring team identifies adverse trends in the metrics listed above, it will notify the Resilience Group promptly which, in turn, will notify the leadership of the University with the objective of providing an early warning of the potential need to transition to remote education and work.

The Resilience Group, or a task force thereof, will then assume responsibility for

monitoring the metrics listed above and other relevant data on a daily basis. The Resilience Group will also remain in close contact with the Virginia Department of Health regarding the situation. The Resilience Group will provide regular updates to the University leadership. In evaluating a transition to remote education and work, the Resilience Group will consider whether it is safer for all or some students to remain on campus instead of going home. If the Resilience Group, after consultation with the Virginia Department of Health, determines that the adverse trend in the relevant metrics is likely to continue and, as a result, that the University's capacity to protect the health and safety of the campus community, contain COVID-19 cases, and maintain operations will be threatened in the near future, the Resilience Group will recommend a transition to remote education and work. Such a recommendation will address whether it is safer for some students to remain on campus rather than going home. The Resilience Group will use its best efforts to make this determination and recommendation in sufficient time to allow the University to make an orderly transition to remote education and work.

The leadership of the University will promptly consider a recommendation from the or the Resilience Group to transition to remote education and work and advise the President. If the President and/or Board of Trustees makes the decision to transition to remote education, the University will use its best efforts to do so in sufficient time to allow an orderly transition to remote education and work. The University will promptly notify students, faculty and staff of the decision to transition to remote education and the effective date of that transition. The Office of Residence Life and Housing will implement a plan for students moving out of University housing that is consistent with the University's health and safety protocols and will advise all residential students of that plan. The University will implement its plans for remote education and work.

The decision to transition to remote education and work will be communicated to students, faculty, and staff using multiple communication platforms including email messages to students and parents, email messages to faculty and staff, announcements and frequently asked questions on the University's COVID-19 website, and notices sent via the University's multiple social media platforms.

The University recognizes that some students, especially, international students, may not be able to return home in the event of a transition to remote education and work. The University will work with these students to identify safe travel plans and residential students who are unable to return home will be permitted to continue residing in on-campus housing until they are able to travel safely. The University has designated certain residence life, dining, facilities, and other staff as essential to provide necessary support to these students.

Health Promotion, Education, Training and Compliance

The Resilience Group charged the Health Promotion and Compliance team with developing policies, procedures, training, communications and awareness campaigns designed to promote compliance with the University's COVID-19 health and safety measures and to enforce compliance when necessary. The Many Spiders – One Web campaign includes the deployment of the full scope of the University's communication

channels (print, digital, and physical) to deliver a wide range of content including, but not limited to general information, messaging, instructions/expectations, and PSA video content. The goals are to inform and inspire all Spiders to do their part to protect the health and safety of the campus community and to have fair and robust policies to enforce the University's health and safety protocols.

Ensuring the successful implementation of the University's health and safety protocols, and the associated changes in routines and behavior they warrant, will require consistent, continuous communication to faculty, staff, and students. In order to aid in this effort, the following tools and procedures are in place:

- **COVID-19 Website:** Since March 2020, the University has used its [University Response to COVID-19 website](#) as the primary vehicle for communicating updates about contingency planning and decision-making to internal and external stakeholders. This website will be refined further for use during the academic year, and repopulated with relevant policies and FAQs to provide consistent information to faculty, staff, and students, as well as parents and other stakeholders.
- **Communication Platforms:** A comprehensive and inspirational communications campaign called Many Spiders, One Web includes social media, video, campus monitors, and web-based messages urging adherence to safety protocols on campus as a shared responsibility to which everyone in our community must contribute.
- **Visual Cues:** Visual cues and communications that educate and reinforce new behaviors that align with physical distancing guidelines are in place throughout campus. This includes banners, posters, decals for tables and floors, digital flyers for on-campus display boards, and stickers.
- **Compliance:** While the University will seek to educate, encourage, and inspire the members of the community to engage in behaviors that promote health and safety, the University also recognizes the need to hold individuals accountable for conduct that violates the University's health and safety protocols. The University has developed fair and equitable interim student conduct policies and policies applicable to employees that require compliance with important health and safety measures and provide for appropriate consequences for those who choose not to comply.