

Montefiore School of Nursing  
COVID-19 Addendum to Student Handbook  
Spring 2021

The New York State Department of Health issued a guidance document that must be implemented by colleges and universities to safely re-open for fall semester. The policies listed below are in effect for spring 2021 semester as part of the plan in consideration of the health and safety students, faculty and staff on the Montefiore School of Nursing (MSON) campus. These policies supersede any prior policies published in the Student Catalog, Student Handbook, and Course Syllabus.

- Clinical sites and Montefiore School of Nursing are requiring that all students and employees get a COVID-19 test between the dates of January 4 – January 12, 2021. Testing is done at Montefiore New Rochelle Hospital in the Iselin building near the Emergency Department. There is signage to direct you to the proper location. Testing is available Monday through Friday between 9:00 a.m. and 4:00 p.m. Results must be faxed to Betty Ann Lynch in Occupational Health (OHS) at 914-365-5492. She must clear you to go to your clinical rotation or come on site to classes. You may not attend clinical or classes without this clearance.
- Students will be tested randomly throughout the semester. You will be notified the week prior to the week you will be tested through your montefiore.org email account. You are responsible for checking this email account daily. If you do not get tested during your designated week, you will not be allowed to attend classes, lab, and/or clinical until you have completed the testing.
- Students and employees may be tested during the semester if they develop symptoms or if recommended by OHS.
- Face masks must always be worn while in the building and at the clinical site. Students are encouraged to arrive 15 to 30 minutes prior to scheduled class/lab time to allow time for screening.
- Class will start promptly at the designated time. Students may be denied entrance into the classroom/lab if late. MSON ID badges and face coverings will be required to enter the building. Students will hand their completed COVID-19 Screening Form to the Screener at the desk. The Screener will check the student's temperature. Students who screen positive for symptoms and/or have a temperature of 100°F or above will not be allowed to attend classes or clinical rotations. In this event, the student must contact Betty Ann Lynch at OHS for instructions.
- On clinical days, students will be screened at the facility. If the student screens positive for symptoms or has a temperature of 100°F or higher the student will be instructed to go home. The student must notify OHS at this time, or if on a weekend, on Monday morning, for further instructions and arrangement for COVID-19 PCR testing. If the student fails to notify OHS as indicated above, the student will be required to complete the clinical make-up on site with the clinical make-up fee. The student must be placed on quarantine or isolation by OHS to substitute I-Human for the make-up clinical.

- In the event a student is placed in quarantine or becomes ill with COVID-19 and is prohibited from attending clinical rotations by Occupational Health the student will be allowed to use the Kaplan Virtual Simulation and Focused Review assignment(s) designated in the course syllabus. The student must achieve a passing score of 60 or higher on Kaplan I-Human simulations and 78 or higher on focused review tests to demonstrate competency for the make-up clinical. If the student does not contact OHS in a timely manner, i.e. the day of the missed weekday clinical or Monday morning immediately following a weekend clinical, the student will not be excused from on-site clinical and allowed to do the I-Human. The student must do the on-site make-up clinical at the end of the semester. Missing two clinical rotations per semester results in course failure.
- Appropriate PPE must be worn during clinical rotations. Face masks are always required in the clinical setting and both face masks and face shields or goggles must be worn while providing nursing care to patients.
- Students who are placed on isolation or quarantine by OHS will be allowed to attend classroom and laboratory instruction remotely, except for exam days and practice/validation days. Students must be proctored for exams. Students who are ill on exam days will be allowed to make-up the exam within five business days, or at the end of their quarantine/isolation period. Students who are ill on practice/validation days will be allowed to make up the session by appointment.
- Social distancing guidelines must always be followed including:
  - Maintaining 6 feet of distance between others when waiting in line
  - Only 2 persons at a time are allowed on the elevator or in the bathroom
- No food or beverages can be consumed in the building. Food and beverages must be consumed in the cafeteria or off premises using social distancing guidelines of 6 feet or more.
- Desks or tables must be wiped with a disinfectant cloth before and after class.
- Sharing of objects such as laptops, notebooks, touchscreens and writing utensils is not allowed.
- Study rooms are closed spring semester and students are encouraged to use virtual platforms such as Zoom or Microsoft Office Teams for meetings or collaboration for team assignments. The 5<sup>th</sup> floor is closed to students except for bathrooms.
- Bathrooms on the 3<sup>rd</sup> and 5<sup>th</sup> floors are open to students. Only 2 students are allowed at a time in the 3<sup>rd</sup> floor bathroom and only 3 students at a time are allowed in the 5<sup>th</sup> floor bathroom. Bathrooms on the 1<sup>st</sup> and 4<sup>th</sup> floor are not open to students.
- Students or employees who have come into close or proximate contact with a person with COVID-19 without wearing the appropriate PPE or have been alerted to such exposure via tracing, tracking or other mechanism must notify OHS at 914-365-3684
- Students are expected to leave the building once their classroom or lab section has ended.

My signature below indicates I have read, understand, and agree to abide by the above policies. Failure to abide by these policies constitutes violation of the Student Code of Conduct and may result in disciplinary action including dismissal from Montefiore School of Nursing.

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Student Signature

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Date

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Student Name Printed