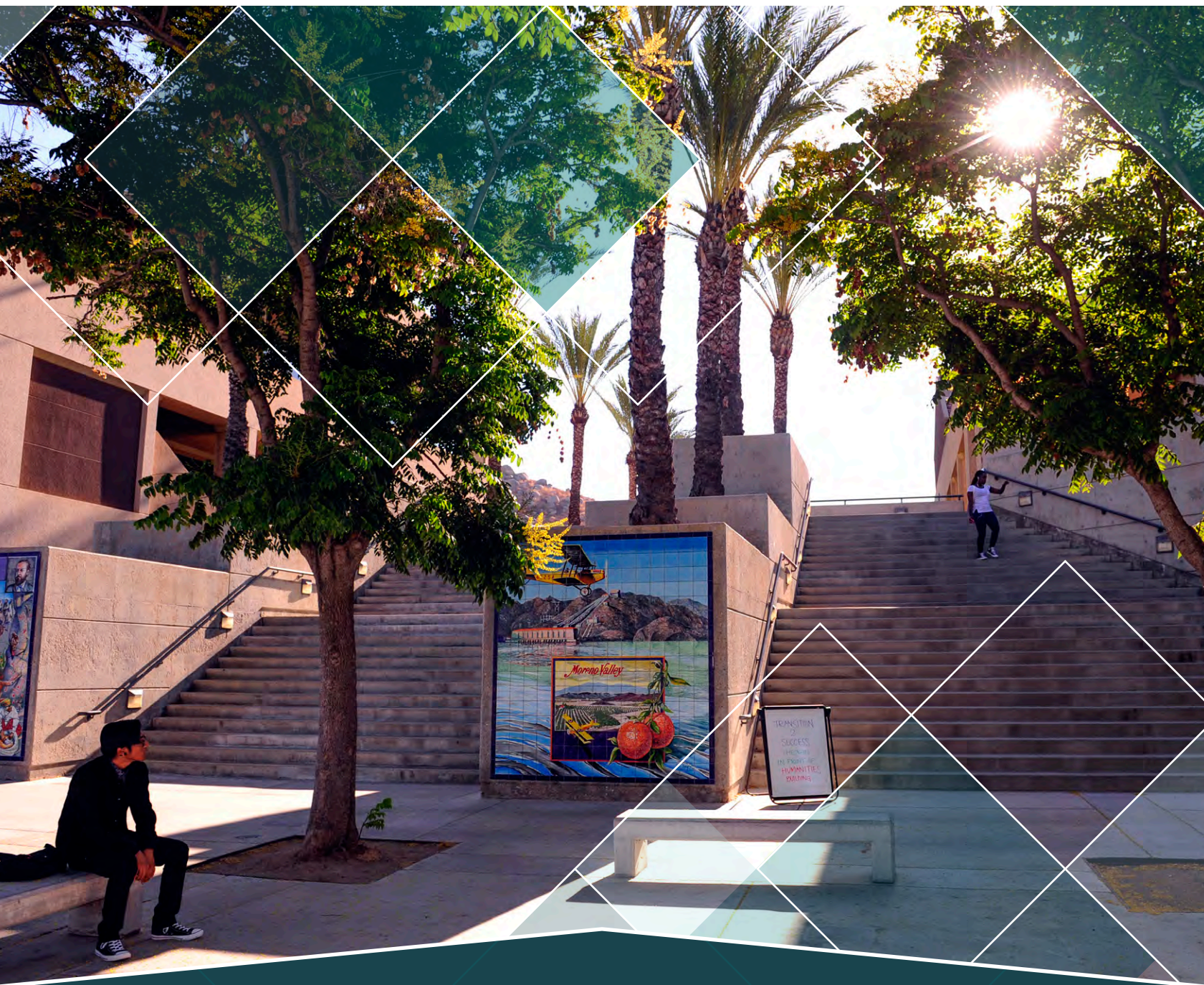




MORENO VALLEY COLLEGE FALL 2020 SAFE REOPENING REPORT



MORENO
VALLEY
COLLEGE

Moreno Valley College

Fall 2020 Safe Return of Instruction and Services

Working Plan

Executive Summary

Due to the impact of the COVID-19 pandemic, Moreno Valley College transitioned all face-to-face instruction online effective March 16, 2020. However, several programs were unable to fully transition due to in-person skills requirements, third party accreditation requirements, or licensing requirements. In addition, several other courses that are difficult to teach via distance education were not offered during the summer 2020 term.

As a result of the interruption to instruction, the Riverside Community College District Safe Return Taskforce established [recommendations](#) for resuming in-person instruction. These recommendations established that the majority of instruction and services would remain online during the fall 2020 semester with possible exceptions for programs supporting [essential workforce areas](#) as defined by the State of California. Moreno Valley College engaged in analysis of the allowable essential workforce programs and the taskforce safety recommendations. The result of this analysis was to engage in a teach out plan for those programs with lab/clinical instruction suspended during the Spring and Summer, and offer a limited set of on campus course sections in the following disciplines:

Discipline	Essential Workforce Area(s)	Number of Sections*	Estimated Enrollment per section
Administration of Justice (ADJ) Law Enforcement Academies and Training	Emergency Services	21	40
Biology (BIO) Microbiology	Healthcare/Public Health Water and Wastewater	3	24
Dental Assisting (DA)	Healthcare/Public Health	8	22-24
Dental Hygiene (DEH)	Healthcare/Public Health	6	17-20
Emergency Medical Service (EMS)	Emergency Services and Healthcare/Public Health	10	30
Fire Technology (FIT) Firefighter Academy	Emergency Services	2	15 – 40
Kinesiology (KIN) First Aid and CPR	Emergency Services	5	20 - 25
Medical Assisting (MDA)	Healthcare/Public Health	1	7

*Includes suspended sections from spring and summer 2020 that are being taught out beginning August 2020.

Details for each program/discipline listed above are included in this plan and were developed working with the faculty, staff, and deans in each area. For those disciplines that suspended instruction during spring 2020 and summer 2020, teach out plans are included along with instructional plans for the fall 2020 term. All plans for the return of instruction were informed by the [RCCD Taskforce for Safe Return Recommendations](#) and the [RCCD COVID-19 Prevention Plan and Safety Guidelines](#).

In general, all lecture instruction will remain online during the Fall 2020 term with limited exceptions in the public safety programs where online instruction is not allowed by third party accreditors (P.O.S.T. and State Fire Marshall).

The Moreno Valley College Early Childhood Education Center plans to re-open during the fall semester. However, lab instruction of Early Childhood Education (EAR) courses will continue online.

Excluded Programs and Disciplines

There are several programs and disciplines identified as supporting essential workforce sectors that will not return for in-person instruction at the recommendation of the faculty. These areas will remain fully online during the fall 2020 semester:

- Anatomy and Physiology – Healthcare/Public Health
- Physics – Energy
- Biology (Except Microbiology) – Water and Wastewater
- Cybersecurity – Communications & Information Technology

In addition, a significant number of programs have need for in-person or practical skills training, but do not directly support essential workforce sectors. These programs will remain fully online during fall 2020:

- Art Studio
- Dance
- Kinesiology (Except First Aid and CPR)
- Languages
- Music
- Theater

Moreno Valley College follows the [RCCD Taskforce for Safe Return Recommendations](#), the [RCCD COVID-19 Prevention Plan Safety Guidelines](#) (informed by CDC and Cal OSHA Guidance), the [California COVID-19 Industry Guidance for Institutions of Higher Education](#), and the RCCD COVID-19 Compliance Protocols which appear in Appendix D – Compliance Protocols. Additional specific consideration for specialized areas, includes the [Cal OSHA California Department of Public Health guidance](#) for laboratories.

Protocols for all Instructional Areas

Supervision

The area dean or designee and Chief Instructional Officer or designee will be on-site during regular business hours during on-site instruction.

Building/Facilities

All Facilities staff performing work on campus have and will use the proper PPE and will practice social distancing while performing their duties.

Heating, Ventilation, and Air Conditioning

HVAC filters are being changed and evaporative coils are being cleaned over the summer prioritized based on the anticipated reopening timeframe for each building. After reopening, HVAC filters will be visually inspected monthly and replaced every six months at a minimum.

Plumbing

Main and lateral potable water lines are being flushed, over the summer prioritized based on the anticipated reopening timeframe for each building, for 30 minutes to remove contaminants that could have developed during stagnation. Filters for refrigerators, water fountains, ice machines, etc. will be changed as well as have a bacterial test performed by a licensed company as a method to prevent Legionella, prior to building reopening.

Grounds

Grounds personnel have commenced and will continue to perform the following work:

- Remove on-campus signage that is temporarily and/or not accurate for COVID-19
- Install exterior Social distancing signs and stickers
- Power wash walkways or buildings that have excess buildup, such as bird droppings, etc.
- Trim trees that are overgrown and create a possible falling limb/tree hazard
- Check irrigation systems for broken, missing, or damaged components
- Clean parking lots, including weed abatement in cracks
- Clean courtyards, exterior stairwells, and other common areas
- Inspect equipment to verify each tool is in proper working condition
- Repair/replace/remove equipment that is not in proper working condition

Custodial

Custodial personnel will clean and disinfect Facilities in accordance with CDC guidelines for sanitizing workspaces, common areas and restrooms. Custodial Services has initiated a campus wide disinfecting program as of July 6, 2020, and posted new signs on classroom doors and

other areas to inform the public when a room have been last disinfected, and who to call if a room needs to be disinfected again. Currently the CDC guidelines are as follows:

- Restrooms are sanitized every four hours at a minimum that are scheduled to be open during business hours
- Classrooms and laboratories will be sanitized either daily, every four hours or between classes whichever is the most frequent and feasible
- Common areas will be sanitized every four hours at a minimum
- Using disinfectant: spray and wipe down public area-tables, counter tops, computer keyboards, doors, knobs and handles, railing, elevator panels, conference tables, etc.
- For soft surfaces apply disinfectant spray on chairs cotton/polyester, couches, curtains, mats throw rugs etc. by use of a pump sprayer.
- Hand sanitizing fixtures will be placed inside of every entrance for each building on every floor.
- Three new sanitizing spray guns were received last week and make it very efficient and fast to sterilize rooms but when contact with paper, it makes the paper curl.
- The following products may be used to sanitize:
 - Wxie Disinfectant #710
 - Purell Sanitizing Spray
 - Pure Tablets
 - Any disinfectant wipes that comply with CDC guidelines

Personal Protective Equipment (PPE) And Sanitizing Supplies

Various District and College units have purchased PPE for their staff and students. The District is seeking to make additional purchases of these items in bulk for the entire District. Quantities of these items should be made know to the MVC Business Services Office. Hand sanitizers are provided on each floor of all building that are in operation. Face coverings will be provided for students that may have forgotten their face covering.

Covid19 Prevention – Sneeze Guards

MVC Facilities is in the process of determining campus wide need for sneeze guards to order needed materials. Currently, Facilities has had discussions with Bookstore, Food Services, Dental, President's Office, and academics in the Science/Tech lab classrooms to install 10 sneeze guards. Other units that may have a need for sneeze guards should contact Facilities immediately.

Campus Signage

Significant signage will be posted on campus to inform students and the community of the safety requirements for attending class or using services on campus. Examples of this signage appears in Appendix B – Signage Examples.

Faculty and Classified Staff

- All employees will review the COVID-related training modules developed by the District.
- All employees must self-check daily for any symptoms of COVID-19 before leaving home and entering the workplace. The “symptom checker” results are to be submitted daily before reporting to campus.
- Employees are required to wear face coverings and use social distancing of 6 feet or more, masks will be available for staff that may have forgotten their face coverings at home.
- Disinfecting supplies will be available for employee use. Employees are encouraged to disinfect their workspaces throughout the workday.
- Employees who develop symptoms outside of work should notify their supervisor and stay home. Sick employees should follow the [CDC Recommended steps](#). Employees should not return to work until they have met the CDC criteria to discontinue home isolation or have consulted with a healthcare provider and state or local health department.

Students

- All students returning to campus for instruction will review the COVID-related training modules developed by the District.
- Students will sign the *RCCD Infectious Disease Understanding of Risk for Students Doing On-Site Labs* form found in Appendix D – Compliance Protocols.
- All students must self-check for any symptoms of COVID-19 before leaving home and arriving on campus. The “symptom checker” results are to be submitted daily before reporting to campus. Students must display symptom checker “clearance” to faculty before entering the classroom space. This can be on a mobile device or printed out at home and brought to campus.
- Students will arrive at specific times based upon class schedule and not linger on campus.
- Students will always wear a proper face covering. Extra masks will be on site for use.
- Social distancing must be maintained as directed by signage or college employee.

Program Details

Dental Assisting, Dental Hygiene, Medical Assisting, and First Aid & CPR

Dental Assisting

A total of 22 students currently receiving in-progress grading (IP) due to in-person hands-on instruction and skills per licensing and Commission on Dental Accreditation training requirements. In addition, a new cohort for Dental Assisting is set to begin in August 2020.

- **Spring 2020 – Summer 2020 In-Progress Course Sections:**
 - DEA-40A-2319 Advanced Chairside Surgical Dental Assistant
10 lab/clinical hours to be completed per student
 - DEA-40B-23130 Advanced Chairside Orthodontic Dental Assistant
24 lab/clinical hours to be completed per student
 - DEA-40C-23131 Advanced Restorative Dental Assistant
12 lab/clinical hours to be completed per student
- **Teach-Out Plan:**
 - Students will complete their required hours in the campus dental education center over a four-weeks.
 - August 3, 2020 - August 11, 2020 for lab/clinical instruction on campus
 - Clinical hours in dental practices should resume August 11, 2020 - August 28, 2020
- **Fall 2020 Course Sections (All course sections at 24 students):**
 - DEA-10-29211 Introduction to Dental Assisting
Hybrid lab/clinical hours
 - DEA-20-29212 Infection Control
Hybrid lab/clinical hours
 - DEA-21-29213 Introduction to Radiology
Hybrid lab/clinical hours
 - DEA-21-29214 Introduction to Radiology
Hybrid lab/clinical hours
 - DEA-22-29215 Introduction to Supervised Externships
Lab/clinical hours in dental practices
 - DEA-24-29217 Dental Materials
Hybrid lab/clinical hours

- **Dental Education Center Safety Protocols and Upgrades**

- See Appendix A for detailed Dental Education Center Safety Protocols and elevated PPE expectations.
- Additional safety equipment intended to further reduce the risk of airborne virus transmission has been installed. This includes additional barriers between patient stations and devices that reduce aerosols.
- Sufficient personal protection equipment is available for students, staff, and faculty including masks, face-shields, gloves, and gowns.

Dental Hygiene

A total of 17 students currently receiving in-progress grading (IP) due to in-person hands-on instruction and skills per licensing and Commission on Dental Accreditation training requirements. In addition, a new cohort of Dental Hygiene students have been admitted to the program and are set to begin in August 2020.

- **Spring 2020 – Summer 2020 In-Progress Course Sections:**

- DEH-20A-23133 Clinical Dental Hygiene #1
90 lab/clinical hours to be completed per student
- DEH-40-23142 Clinical Dental Assisting #5
126 lab/clinical hours to be completed per student (capstone course)

- **Teach-Out Plan:**

- Students will complete their required hours both in the campus dental education center and in contracted dental practices over a six-week period.
 - August 24, 2020 – October 2, 2020 with DEC instruction occurring M-F 5:30 PM – 8:30 PM and S 9:00 am – 5:00 pm

- **Fall 2020 Course Sections:**

- DEH-10A-29218 Pre-Clinical Dental Hygiene (20 students)
Hybrid lab/clinical hours
- DEH-12B-29221 Oral Radiology Laboratory (10 students)
Hybrid lab/clinical hours
- DEH-12B-29222 Oral Radiology Laboratory (10 students)
Hybrid lab/clinical hours
- DEH-30A-29228 Clinical Dental Hygiene #3 (17 students)
Hybrid lab/clinical hours

- DEH-32-29230 Dental Materials (17 students)
Hybrid lab/clinical hours
- **Dental Education Center Safety Protocols and Upgrades**
 - See Appendix A for detailed Dental Education Center Safety Protocols and PPE expectations.
 - Additional safety equipment intended to further reduce the risk of airborne virus transmission has been installed. This includes additional barriers between patient stations and devices that reduce aerosols.
 - Sufficient personal protection equipment is available for students, staff, and faculty including masks, face-shields, gloves, and gowns.

Medical Assistant

A total of 7 students currently receiving in-progress grading (IP) due to in-person skills requirement. Notably, there are no in-person training requirements for the scheduled Fall 2020 Medical Assistant courses. As a result, all fall planned courses will be taught fully online.

- **Spring 2020 – Summer 2020 In-Progress Course Sections:**
 - MDA-54B-23897 Clinical Medical Assisting II
54 lab/clinical hours to be completed per student
(capstone course)
- **Teach-Out Plan:**
 - Students will complete their required hours in the campus medical assistant laboratory over four weeks.
 - August 25, 2020 – September 17, 2020 T-TH
- **Fall 2020 Course Sections:**
 - None – All Instruction to be online, though will need at least hybrid instruction during Spring 2021 for lab hours
- **Medical Assisting Safety Protocols**
 - All students returning to campus for instruction will review the COVID-related training modules developed by the District.
 - Students will arrive at specific times based upon class schedule, stage outside of the classroom following physical distancing requirement, and not linger on campus.
 - All students must self-check for any symptoms of COVID-19 before leaving home and arriving on campus. The “symptom checker” results are to be submitted daily before reporting to campus. Students must display symptom checker “clearance” to faculty

before entering the classroom space. This can be on a mobile device or printed out at home and brought to campus.

- Students must always wear a proper face covering. Extra masks will be on site for use.
- Students will sign the appropriate RCCD Release of Liability form.
- Social distancing must be maintained as directed by signage or college employee.

Kinesiology – First Aid & CPR

A total of 66 students were unable to complete First Aid and CPR due to suspension of Spring 2020 and Summer 2020 instruction. An additional 43 students are expected to enroll and complete the First Aid & CPR class during the Fall 2020 semester.

- **Spring 2020 – Summer 2020 In-Progress Course Sections:**
 - KIN-30-23420 (Spring 2020) First Aid and CPR
2 lab hours to be completed per student
 - KIN-30-23421 (Spring 2020) First Aid and CPR
2 lab hours to be completed per student
 - KIN-30-25880 (Summer 2020) First Aid and CPR
2 lab hours to be completed per student
- **Teach-Out Plan:**
 - Students will come to campus in small group of 8 for 2-hours to perform the required skills and earn their certification over a four-day period. Physical distancing of at least 6-feet will always be maintained.
 - July 27, 2020 – July 30, 2020
 - All equipment and CPR mannequins will be thoroughly cleaned and disinfected between use.
- **Fall 2020 Course Sections:**
 - KIN-30-29544 First Aid and CPR
2 lab hours to completed per student in-person at end of Fall 2020.
 - KIN-30-29545 First Aid and CPR
2 lab hours to completed per student in-person at end of Fall 2020.
- **Kinesiology Safety Protocols**
 - All students returning to campus for instruction will review the COVID-related training modules developed by the District.

- Students will arrive at specific times based upon class schedule, stage outside of the classroom following physical distancing requirement, and not linger on campus.
- All students must self-check for any symptoms of COVID-19 before leaving home and arriving on campus. The “symptom checker” results are to be submitted daily before reporting to campus. Students must display symptom checker “clearance” to faculty before entering the classroom space. This can be on a mobile device or printed out at home and brought to campus.
- Students must always wear a proper face covering. Extra masks will be on site for use.
- Students will sign the appropriate RCCD Release of Liability form.
- Social distancing must be maintained as directed by signage or college employee.
 - During activity dates for First Aid & CPR Certification only 9 students at a time will be assigned to two-hour time blocks for skills demonstration and certification.

Public Safety

Emergency Medical Services

All Emergency Medical Services programs (EMT and Paramedic) could continue instruction during the spring 2020 and summer 2020 terms per approval of the Riverside County Department of Public Health as essential workforce sectors. As a result, these programs did not experience an interruption in instruction.

- **Fall 2020 Course Sections**

All Fall 2020 course sections will be taught in a hybrid format with lecture online. Lab and clinical work will be held on-site at the Ben Clark training Center or off-site with training agencies and contracted hospitals. Approximately 180 students will be enrolled in 10 course sections:

- EMS-50-29811 Emergency Medical Technician
- EMS-50-29812 Emergency Medical Technician
- EMS-50-29813 Emergency Medical Technician
- EMS-51-29814 EMS Basic Clinical/Field
- EMS-51-29815 EMS Basic Clinical/Field
- EMS-51-29816 EMS Basic Clinical/Field
- EMS-60-29817 Patient Assessment/Airway
- EMS-61-29821 Introduction to Medical Pathophysiology
- EMS-62-29820 Emergency Pharmacology
- EMS-63-29819 Cardiology

- **EMS Safety Protocols**

- All students returning to campus for instruction will review the COVID-related training modules developed by the District.
- Students will arrive at specific times based upon class schedule, stage outside of the classroom following physical distancing requirement, and not linger on campus.
- All students must self-check for any symptoms of COVID-19 before leaving home and arriving on campus. The “symptom checker” results are to be submitted daily before reporting to campus. Students must display symptom checker “clearance” to faculty before entering the classroom space. This can be on a mobile device or printed out at home and brought to campus.
- Students must always wear a proper face covering. Extra masks will be on site for use.
- Students will sign the appropriate RCCD Release of Liability form.
- Social distancing must be maintained as directed by signage or college employee.

- During clinical and field work, students will follow the required levels of personal protective equipment as established by the partner agency or hospital. Elevated student PPE will be supplied by the college.

Fire Technology

The MVC Fire Academy continued instruction during the spring 2020 term per approval of the Riverside County Department of Public Health as essential workforce sectors. As a result, these programs did not experience an interruption in instruction.

- **Fall 2020 Course Sections**

All Fall 2020 course sections will be taught in a hybrid format with lecture online except for the Basic Fire Fighter Academy and the Public Safety Honor Guard Academy. The academy course cannot be taught online due to California State Fire Marshall training requirements, or in-person skills requirements. Lab work will be held on-site at the Ben Clark Training Center.

Approximately 40 students will be enrolled in 2 course sections:

- FIT-S3-29802 Basic Fire Academy – All instruction on site at BCTC
- FIT-S21-29832 Public Safety Honor Guard Academy

- **FIT Safety Protocols**

- All students returning to campus for instruction will review the COVID-related training modules developed by the District.
- Students will arrive at specific times based upon class schedule, stage outside of the classroom following physical distancing requirements.
- All fire academy recruits are temperature checked once per day before beginning training each morning.
- All students must self-check for any symptoms of COVID-19 before leaving home and arriving on campus. The “symptom checker” results are to be submitted daily before reporting to campus. Students must display symptom checker “clearance” to faculty before entering the classroom space. This can be on a mobile device or printed out at home and brought to campus.
- Students must always wear a proper face covering. Extra masks will be on site for use.
- Students will sign the appropriate RCCD Release of Liability form.
- Social distancing must be maintained as directed by signage or college employee.
- During fire academy activity exercises and training in which physical distancing cannot be maintained, the recruits will wear their full fire safety protection gear including their helmets with face shields, turnout coat, and pants. During fire and smoke training, recruits will wear a full oxygen respirator.

Law Enforcement Academies

The Administration of Justice program Law Enforcement Academies were also affected by the suspension of college instruction effective March 16, 2020. Notably, the Basic Peace Officer (209th and 210th) and Correctional Deputy (90th and 91st) Academies continued solely under the auspices of the Riverside County Sheriff's Department. With the resumption of College credit instruction on July 27, 2020, Moreno Valley College and RCCD continue our long-standing partnership with the Riverside County Sheriff's Department. Instruction formally resumed as of July 27, 2020 in all law enforcement academies and advanced officer training courses. Approximately 250 students are expected to enroll in MVC's law enforcement academies through the fall 2020 term.

- **Current and Planned Academies Summer 2020 - Fall 2020:**
 - ADJ-A44A-29929- Laser Operator
 - 10/8/20 (1-Day Only)
 - ADJ-B1B-Basic Peace Officer Academy (210th)
 - 2/18/2020 – 8/4/2020
 - ADJ-B1B-29953 Basic Peace Officer Academy (211th)
 - 8/11/2020 – 2/2/2021
 - ADJ-R1A-26020 Level III Modular Academy Training
 - 7/14/2020 – 9/24/2020
 - ADJ-R1B-27000 Level II Modular Academy Training
 - 10/6/20 – 12/23/20
 - ADJ-R1C – Level I Modular Academy Training
 - TBA
 - ADJ-C1D-29982 Basic Correctional Deputy Academy
 - 8/10/2020 – 10/20/2020
 - ADJ-D1A-28987 Basic Public Safety Dispatch Course
 - 9/14/2020 – 10/2/2020
 - ADJ-D1A-28992 Basic Public Safety Dispatch Course
 - 11/30/2020 – 12/18/2020
 - ADJ-D1B-28991 Public Safety Dispatcher Update
 - 11/17/2020 – 11/19/2020
 - ADJ-D1C-28993 Communications Training Officer
 - 10/26/2020 – 10/28/2020
 - ADJ-D3A-28998 Dispatch Update, Handling the Rising Tide of Suicide
 - 10/7/2020 – 10/7/2020
 - ADJ-D4A-29974 Dispatcher Role Critical Incidents
 - 11/17/2020 – 11/19/2020
 - ADJ-D5A-29903 Dispatch Public Safety Advanced
 - 8/26/2020 – 8/27/2020
 - ADJ-S1A-29980 Supervisory Course
 - 11/30/2020 – 12/11/2020
 - ADJ-S1A-29981 Supervisory Course
 - 9/14/2020 – 9/25/2020

- ADJ-T1A–29862 Traffic Collision Investigation: Basic
 - 9/14/2020 – 9/18/2020
- ADJ-T1B–29864 Intermediate Traffic Collision Investigation
 - 9/21/2020 – 9/25/2020
- ADJ-T1C–29918 Traffic Collision Investigation: Advanced
 - 10/19/2020 – 10/30/2020
- ADJ-T1D–29919 Traffic Collision Reconstruction
 - 12/7/2020 – 12/18/2020
- ADJ-T2A–29928 Radar Operations
 - 10/5/2020 – 10/7/2020
- ADJ-W10A–29975 PC832 Firearms
 - 8/3/2020 – 8/5/2020
- **ADJ Academy and Advanced Officer Training Safety Protocols**
 - All students returning to campus for instruction will review the COVID-related training modules developed by the District.
 - Students will arrive at specific times based upon class schedule, stage outside of the classroom following physical distancing requirements.
 - All law enforcement academy recruits are temperature checked once per day before beginning training each morning.
 - All students must self-check for any symptoms of COVID-19 before leaving home and arriving on campus. The “symptom checker” results are to be submitted daily before reporting to campus. Students must display symptom checker “clearance” to faculty before entering the classroom space. This can be on a mobile device or printed out at home and brought to campus.
 - Additional symptom checks are conducted by instructors and training staff throughout the day.
 - Students must always wear a proper face covering. Extra masks will be on site for use.
 - Students will sign the appropriate RCCD Release of Liability form.
 - Social distancing must be maintained as directed by signage or college employee.

Science, Technology, Engineering and Mathematics

Biology – Microbiology

A total of 6 sections of BIO 55 – Microbiology will be offered during the fall 2020 term. These 6 sections represent 3 lectures and 3 labs. The lecture portion of the courses will be online, and the labs will be scheduled on-campus. Each student will complete a total of 24 hours of lab work while on-campus. Approximately 72 students are expected to enroll in these course sections.

- **Fall 2020 Microbiology Courses**

- BIO-55-29121 Microbiology
- BIO-55-29122 Microbiology
- BIO-55-29123 Microbiology
- BIO-55-29124 Microbiology
- BIO-55-29125 Microbiology
- BIO-55-29879 Microbiology

- **BIO 55 Safety Protocols**

- All students returning to campus for instruction will review the COVID-related training modules developed by the District.
- Students will arrive at specific times based upon class schedule, stage outside of the classroom following physical distancing requirement, and not linger on campus.
- All students must self-check for any symptoms of COVID-19 before leaving home and arriving on campus. The “symptom checker” results are to be submitted daily before reporting to campus. Students must display symptom checker “clearance” to faculty before entering the classroom space. This can be on a mobile device or printed out at home and brought to campus.
- Students must always wear a proper face covering. Extra masks will be on site for use.
- Students will sign the appropriate RCCD Release of Liability form.
- Social distancing must be maintained as directed by signage or college employee.
- During lab work, student will be assigned to one of three lab spaces (capped at 10 or fewer) to ensure physical distancing requirements.
 - Faculty and lab technicians will circulate through the labs ensuring that all safety protocols and procedures are followed.
- Students will learn about COVID-19 lab safety protocols on the first day of class.
- All lab work surfaces, and equipment will be cleaned and disinfected at the start of each lab, multiple times during each lab, and at the end of the lab.

*In the event of a full instructional shut-down, like spring 2020, it may be difficult to complete instruction of BIO 55 unless additional in-person instructional time can be found.

Appendix A: Dental Education Center COVID-19 Clinic Protocols and Training – Staff, Students, and Patients

Learning Objectives

- Understand COVID-19 disease etiology, process, transmission modalities
- Understand and list methods for the reduction and prevention of the virus transmission and ways to mitigate COVID-19 contamination
- Understand and apply MVC updated infection control and clinical protocols for disease transmission including COVID-19
- Understand and demonstrate the application of appropriate screening questionnaire for faculty, staff, students, and patients
- Understand PPE usage based on the procedures and office zones
- Demonstrate appropriate patient communication
- Understand and demonstrate proper donning and doffing protocols

Review COVID-19 Etiology, Process and Transmission Modalities

- Please Review the Video Presentation:
 - [Watch the recorded Back to Practice Staff Training presentation \(Links to an external site\).](#)
- Review the Kahoot questions we went over on 5/29/20
- Review updated Infection Control and Clinical Protocols for COVID-19

MVC Elimination Controls

- Keeping the disease out of the office
 - Faculty, Staff and Student Pre-screening before entering facilities in the morning and after lunch
 - Patient Pre-screening the day before the appointment and before entering facilities on the day of the appointment
 - No additional visitors in the office
 - Only one parent/guardian per minor patient

Dental Education Center

Screening Protocol for Staff Faculty and Students

- **Each Morning and Each Afternoon Prior to Class or Clinic**
 - Put a mask on if they do not have one on already
 - Fill out the health questionnaire on their own devices using the google form link sent to them. Do this at home before heading to DEC. If you are sick stay home!

- Your temperature will be taken again at school before being allowed in the building. Check in every AM and PM by B-104.
- If all the answers to the health questionnaire are “NO” and the temperature is < than 100 the student will
- Use alcohol hand sanitizer and have their wrist stamped
- Enter the classroom, lab, or clinic
- **While at DEC**
 - Students and faculty will practice physical distancing > 6 feet away
 - Wear an appropriate mask during class, clinic, lab, and all study areas
 - Maintain proper hand hygiene and avoid touching your face
 - Appropriate PPEs must always be worn in clinic and laboratory
 - Follow all clinical and laboratory infection control protocols carefully
- **Reminders**
 - Students and faculty must self-monitor while off campus. If you experience any flu like or COVID-19 symptoms or any respiratory disease symptoms contact the program director to call off.
 - DO NOT COME TO CLASS OR EXTERNSHIP IF YOU ARE SICK OR SOMEONE IN YOUR HOUSEHOLD IS SICK!
 - Maintain proper hand hygiene at all times. Wash hands with soap and water for 20 seconds. Utilize hand sanitizers often. Do not shake hands, touch, or hug others.
 - Disinfect high touch areas in the classroom often. Follow the updated clinical infection control protocol for clinic.
 - Practice physical distancing >6 feet in and out of the classroom
- **Review Employee Screening Questionnaire**
 - Link will be sent to you
 - You must fill this out every morning before coming to DEC or externship. Self-monitor and report any potential symptoms.
 - Take your temperature every am before coming in.
 - If you have a temperature greater than 100 degrees F or have reported any symptoms STAY HOME. Call the program director and the office to let them know.
 - Give yourself an extra 20 minutes to allow for the check-in procedure so plan on coming to school earlier.
 - Wait in the car if it is too crowded in front of B-104 to practice social distancing.

Review Patient Screening Protocol

- The student will confirm the appointment with their patient the day before and go over the patient screening questionnaire via telephone (teledentistry).
- Student will send the link to the patient and stay on the phone with them as they fill it out.
- This must be done before 3 pm the day before the appointment to ensure enough time for evaluation and follow up if necessary.

Remind the Patient To:

- Text you when they arrive at DEC but do not come into clinic.
- Submit the screening questionnaire again while waiting in their cars to be checked in.
- Wear a mask or face covering.
- Have their ID ready when they come in.
- Let you know if they need a work/school excuse so that Natalie can have it ready for them ahead of time.
- Only the patient will be allowed in the building. Only one parent/guardian can accompany a minor patient.

The Day of the Appointment

- The patient notifies the student they have arrived but will remain in their cars.
- The patient re-submits the screening questionnaire and waits in the car for confirmation.
- The student notifies the patient they can proceed to the check in table outside of the clinic door after their screening questionnaire has been received and reviewed.
- Patient will go to the check in table wearing a face covering or mask. If they do not have one, they will be given one at the table.

At the Check-In Table

- The student assigned at the check in table will ensure the patient has a face covering or provide one for them
- The student will confirm the patient has submitted their screening questionnaire and has been instructed to come to the check in table
- The student will take the patient's temperature
- The student will dispense hand sanitizer to the patient and instruct them to perform hand hygiene
- The student will stamp the patients back of their hand confirming check-in has been completed
- The student will hand out the parking pass and advise patient to return to the check in table with ID ready in hand after placing the parking pass in their car

Student Assigned at the Check-In Table

- Will have to wear a mask
- Sanitize hands after each patient interaction and before handing out masks
- When handing out mask grab from the elastic portion of the mask
- Take the temperature using the touchless thermometer to confirm the temperature is under 100.4
- If temperature is 100.4 or higher do not stamp the patient's hand, do not hand out parking pass but alert the faculty right away

At the Front Desk

- The patient will hold their ID for Natalie to take a picture with the wand camera. This will be uploaded in the patient's chart.
- The patient will be instructed to use hand sanitizer and directed to go into the treatment area.
- The "student dofficer" will be escorting the patient to the correct operatory.
- The student dofficer will wear their mask, clinical gown and their face shield and will not walk into the patient reception area but remain at the door inside the clinic as they greet the patient

Patient Screening Questionnaire

- Use the link above to practice taking the patient questionnaire
 - https://docs.google.com/forms/d/10Q5nzohy9DtmsgWDo_tZ28SVHCVkVMcMNTIZFbvei0o/edit
- Role play being the patient and the operator
- This questionnaire will be taken by the patient when you confirm their appointment and again at the time of their appointment prior their entering the clinic

Review of the Patient Screening Questionnaire

- A "YES" answer to any of these questions will result in patient being rescheduled for after 10 days without symptoms.

Clinical Protocol –Student Operator

- After the patient is seated the student operator will:
- Wash/sanitize hands and discard their surgical mask
- Wash/sanitize hands and place their N-95 respirator and face shield on
- Make all adjustments necessary including the seal test
- Wash/sanitize hands and put on exam gloves

- Do the medical history review with the patient (laptop will have plastic barrier on) Keep the laptop on the countertop
- Take vitals
- Have patient sign all the forms using the stylus from the laptop but do not place the stylus back in the laptop. It will need to be wiped down at the end of the appointment
- Present the medical history to the faculty who will already be present in the operatory
- Change gloves and proceed with the EO/IO as per usual protocol

Clinical Protocol – Student Assistant

- Will wash/sanitize hands remove the surgical mask they used during the setup procedure
- Wash/sanitize hands and place on the N-95 respirator and shield. Performed all adjustments and the seal test
- Wash/sanitize hands and place on exam gloves
- Be ready to assist as needed

Student Officer

- Will not need to wear a respirator but a surgical mask, since they will not be entering the treatment room. Use over-gloves on top of the exam gloves.
- Will be charged with providing additional equipment, dental materials and instruments as needed.
- During treatment none of the mobile cart drawers can be opened.
- Any materials needed they will be provided by the "dofficer" from the central supply room or the cart outside of the operatory.
- All gloves will be stored outside of the operatory on the mobile cart.
- All paper charts and skills evaluations will be stored outside of the operatory on the mobile cart.
- Serve as a second pair of eyes to prevent cross contamination when donning and doffing.
- Remain in ZONE 4 of the office (hallway).

Faculty

- Will be assigned to one patient/one operatory/one team and remain there until treatment is completed.
- PPE's for all students and faculty will be changed between patients.

Patient Restroom Protocol

- Should the patient need to use the restroom during treatment follow this protocol:

- The dofficer will provide hand sanitizer for the patient and instruct them to put their face covering/mask back on
- The dofficer will escort them to the restroom following the established one-way patient flow
- The dofficer will instruct the patient to re-enter the clinic through the correct entrance following the one-way patient flow
- Wait for the patient to return at the correct door provide alcohol hand sanitizer and escort them to the correct operatory

Review of the Four Zones of Clinical Infection Control

- **ZONE 1:** Intraoral
- **ZONE 2:** 3-foot radius beyond the oral cavity
- **ZONE 3:** Operatory
- **ZONE 4:** General Office

Clinical Protocol – Patient Dismissal

- At the completion of the treatment the patient will complete the patient satisfaction survey on their own devices. A link will be sent to them. If needed, one of our iPads with a barrier can be used
- Remind the patient to contact us if they develop symptoms within 14 days of their appointment
- Dismiss the patient and have the student "dofficer" escort the patient out making sure to follow the patient flow
- If the patient needs a school/work excuse the "dofficer" will hand it to them. (It should already be available on the outside cart).
- The patient can exit the clinic either through the back door or the door on the left side of the clinic
- They should not stop at the front desk

Clinical Protocol – Post Treatment

The student operator will safely remove all PPEs

- Sanitize hands
- Put on a surgical mask
- Sanitize hands
- Complete notes and all other paperwork outside of the operatory (Zone 4)
- Have faculty check and approve notes
- Use a different computer (not the one in the operatory)

Clinical Protocol – Student Dofficer

- Escort the patient out, thank them for coming in
- Return to sterilization and make bags for the team you assisted
- Leave bags on the contaminated side
- You will need to keep track of the number of sterilization bags that will be needed

Clinical Protocol – Post Treatment

- The student assistant will safely remove gloves
- Sanitize hands
- Put on clean exam gloves
- Put on utility gloves
- Place instruments in the plastic bin located under the sink, cover it
- Safely carry instruments to sterilization

Clinical Protocol- Post Treatment Notes

- All the progress notes will be completed outside of the operatory in zone 4 by the student operator
- Completion of all skills evaluation forms will be completed outside of the operatory post treatment in zone 4
- The clipboard should remain outside of the operatory on the mobile cart (zone 4)

Clinical Protocol – Sterilization and Break Down

Student assistant with full PPEs on will place the instruments in the ultrasonic unit

- Place cover on the ultrasonic
- Turn unit on for 20 minutes
- Caviwipe plastic tub
- Wash and dry utility gloves
- Return tub to operatory to place under the sink
- After 15 minutes from the completion of the treatment have passed proceed to breaking down and disinfecting the operatory following our MVC protocol (full PPE and respirator still on)

Clinical Protocol – Sterilization and Break Down – Student Assistant

- Once operatory is clean return to sterilization to bag instruments
- You can wear your utility gloves
- Follow the MVC protocol for sterilizing instruments

- The student dofficer should have all the sterilization bags prepared for you prepared
- Load instruments into sterilizer if time allows, otherwise place instruments in the bin as per MVC protocol. Follow all MVC instructions for MVC instrument processing
- Let the faculty know if the sterilizer needs to be started

Clinical Protocol – Final Steps

- Once all operatories are clean and sterilization done the student assistant will
- Remove gloves using the inside out technique and discard
- Remove gown rolling it away from your body only touching the inside of the gown only and discard
- Hand sanitize
- Exit operatory and stand by the sink and trash bin
- Remove shield and either safely discard if it is disposable or set it in the sink to be wiped down
- Remove respirator only touching the headband (lower elastic band first, followed by the top elastic band) and discard
- Hand sanitize
- Donn surgical mask and gloves
- Wiped down face shield with a caviwipe and then wipe again per manufacturer's instructions and store in a clean plastic bag
- With a new caviwipe wipe the sink
- Wash hands with soap and water

Clinical Protocol- Laundry

- Disposable gowns will be disposed of in the trash bins safely
- Reusable gowns will be collected in a trash bag and transported to laundry room and stored in the DA hamper until they can be laundered
- Use a mask and gloves and disposable gown when laundering reusable gowns
- After placing gowns in the washer, dispose of gloves, sanitize hands, and add the detergent and process the laundry following MVC protocol
- Dispose of your mask and gown appropriately and sanitize hands

Appropriate PPE Controls

- Recommendations for appropriate PPEs, per clinical zone per procedures will be followed
- Proper Donning and Doffing to prevent cross contamination
- All infection controls strictly followed

- Respiratory plan updated and followed

Watch the Donning and Doffing Video Again

- [Watch the recorded Back to Practice Staff Training presentation \(Links to an external site\).](#)

*Start video at 13 minutes

Summary of Proper PPE per Procedure and Zone

- Refer to Appendix B

Additional PPE Information

- *While it is understood that aerosols are produced in various ways, both organically by the patient and through various dental procedures, it is still unknown how exactly the virus is transmitted. Based on current studies and guideline, these recommendations reflect what levels of adequate PPE will protect patients and dental team members.*

Respirators

- Respiratory protection from aerosols generated by dental devices such as ultrasonics, rotary, air abrasion, air-water syringe and other similar devices when treating patients requires that DHCP wear a respirator such as N-95 or equivalent.
- Cal-OSHA advises that employees who are required to wear a respirator such as an N-95 or a KN-95 will need to:
 - Have a medical evaluation to ensure they can wear a respirator for the required amount of time. This can be done online unless additional consultation with a doctor is necessary. More information on completing this step will be given to you as it becomes available.
 - Have a yearly fit test to ensure the efficacy of the respirator
 - Perform a seal test every time a respirator is placed on

MVC Engineering Controls Implemented for Faculty, Staff, Students and Patients' Safety

- Installation of an advanced air filtration and purification system has been installed
- Extra-Oral Aerosol Suction Units throughout the DEC will assist in removing any harmful aerosol particles.
- Patient chairs are positioned more than 6 feet apart to maintain a safe distance and there is a half wall between operatories
- Tempered glass has been installed in the reception area to maintain the safety of the administrative assistants.
- Students will wait for 15 minutes after treatment is complete to disinfect operatory ensuring any remaining droplets have settled
- Only procedures with minimally generating aerosols will be performed and the use of 4 handed dentistry utilized to minimize aerosols

- Faculty staff and students will change from clinical attire to street clothes before leaving campus
- All business will be conducted in a touchless manner whenever possible (digital forms, etc.)
- There will be an established one-way patient flow in and out of the office

Administrative Controls

- Patients will be seated in operatories that are 12 feet apart
- Only procedure generating minimal aerosols will be scheduled

COVID-19 Positive Test Incident

- If a student, faculty, staff, or patient reports testing positive for COVID-19 they will remain home until recovered and they can provide proof they are not infectious
- All students, faculty, and staff they could have been in contact with will be notified so they can be tested and cleared. CDC guidelines for quarantine will be followed.
- Supervisor will be notified
- Facilities will be deep cleaned appropriately

PPE Recommendations for Dental Practices

Dental Practice Scenarios	Surgical Mask	N95/KN95	Face Shield	Eye Protection & Side Shield	Gloves	Clinical Attire**	Gown	Head Cover	Dedicated Shoes/Covers
Administrative	Level 1		=						
Pre-Visit Patient Temperature Screening	Level 1								
Lab/Instrument Processing +	Level 2		Choose one						
No Fluid ^	Level 1		Choose one						
Low Fluid ^	Level 2		Choose one						
Moderate-Heavy Spray/Aerosol Generating Procedures #	L3 if N95 unavailable	*							

Recommended
Optional
Not Recommended

Patient Screening Form

Screening questions	Date: / / Staff initial: _____	Date: / / Staff initial: _____	Notes
Do you have a fever or above-normal temperature (>100.4° F)? Take temperature at appointment.	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	If patient answers "yes" to either question on shortness of breath or coughing, or answers yes to any combination of two other symptoms and the patient does not need emergency care, consider not scheduling or seeing the patient until symptoms resolve or until patient can provide proof they are not infectious for COVID-19. The dentist may want to seek additional information from the patient regarding symptoms.
Are you experiencing shortness of breath or having trouble breathing?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Do you have a dry cough?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Do you have a runny nose?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Have you recently lost or had a reduction in your sense of smell or taste?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Do you have a sore throat?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Are you experiencing chills or repeated shaking with chills?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Do you have unexplained muscle pain?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Do you have a headache?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Have you been in contact with someone who has tested positive for COVID-19 in the last 14 days?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	If yes, ask for date of last contact with COVID-positive patient and set appointment time for more than 14 days later, unless the patient needs emergency care.
Have you been tested for COVID-19 in the last 14 days? If "no," proceed to next question.	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	
If yes, what is the result of the testing? If negative, proceed to next question. If still waiting on results, schedule appointment after results are known.	<input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> Positive	<input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> Positive	If positive, determine if patient needs emergency care. If not an emergency, schedule patient to be seen when it has been more than 7 days since symptoms first appeared and 3 days of no fever without use of fever-reducing medication.
Have you traveled more than 100 miles from your home in the last 14 days?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	If yes, determine if patient traveled to an area where COVID-19 cases are high. Determine if patient followed physical distancing precautions and wore a mask while in public. Use professional judgement when determining whether to proceed with the appointment.
Patient signature required at appointment: I agree to notify the dental practice if within 14 days I become ill with COVID-19 symptoms or test positive for COVID-19. I understand the dental practice has a legal and ethical obligation to inform me if a staff person I had contact with tested positive for COVID-19 within 14 days.			
Even if you don't currently have any of the above symptoms, have you experienced any of these symptoms in the last 14 days?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	If "yes" and patient does not need emergency care, do not see patient unless it has been more than 7 days since symptoms first appeared and 3 days of no fever without use of fever-reducing medication.

Appendix B: Early Childhood Education Center COVID-19 Protocols and Training-Staff, Children, and Parents

Early Childhood Education Center Safety Protocols and Upgrades

Sufficient personal protection equipment is available for students, staff, and parents, including masks, gloves, and face shields.

Screening Protocol for Staff

- Each Morning and Each Afternoon Before Work Shift Begins
- Put a mask on if they do not have one on already
- Fill out health questionnaire on their own devices using the form link sent to them. Do this at home before heading to ECE. If you are sick, stay home!
- Your temperature will be retaken at the ECE Center before being allowed in the building. Check in every AM and PM in the ECE lobby.
- If all the answers to the health questionnaire are "NO" and the temperature is < than 100 the staff member will be permitted to work
- Use alcohol hand sanitizer upon entering and exiting the classroom

Screening Protocol for children

- Children over two years will wear masks while in the center except while eating or drinking, or if there is a documented medical exception.
- A mask will be provided if the child arrived without one
- Parents will respond to the COVID-19 self-assessment of symptoms questions for themselves and their children
- A visual wellness check of all children will be conducted upon arrival
- Temperatures will be taken with a no touch thermometer prior to entering the center beyond the lobby
- If child's temperature is <than 100.4 the child will be escorted to her/his classroom
- Children will enter the classroom and wash hands using universal handwashing procedures
- Children will be monitored throughout the day for signs of illness
- In the event a child develops a fever of 100.4 degrees or higher, cough or other COVID-19 symptoms, he/she will be isolated from the general classroom population
- Parents will be notified and must pick-up the child within 90 (ninety) minutes from the time of notification

Screening Protocols for Parents

- All parents will wear masks during pickup and drop off of children
- If a parent does not have a mask, one will be provided
- Parents will sanitize hands upon entering and exiting the building using the hand sanitizer provided
- All parents will respond to COVID-19 self-assessment of symptoms questions
- Parent or guardian will remain in the center until the child's health assessment is completed
- Upon completion of the child's health assessment, the parent/guardian will exit the building using the designated route

Additional Drop Off Information

- Parents will enter and exit using designated entrances and exits. Signs will be displayed.
- Safety and security will be present to assist should any concerns arise.
- Wait in the car if it is too crowded in front of the ECE Center to practice social distancing.
- Give yourself an extra 20 minutes to allow for the check-in procedure, so plan on coming to the center at an earlier time.
- A "YES" answer to any of the COVID-19 self-assessment of symptoms questions will result in child not being admitted until 10 days without symptoms have passed.

While at ECE

- Children and faculty will practice physical distancing >6 feet when possible
- Adults and children two years of age and older will wear an appropriate mask while in the building
- Adults and children will regularly wash hands and use hand sanitizer.
- Children will be offered opportunities for individual play throughout the day
- Teachers will plan activities that do not require close physical contact between children and staff
- Indoor and outdoor play periods will be staggered to reduce the number of children in the same area.
- Furniture will be rearranged to maintain six feet of separation, when possible.

- Spacing requirements will be maintained through use of partitions to separate play spaces.

Reminders

- Faculty will self-monitor while off campus. If any flu-like or COVID -19 symptoms or respiratory disease symptoms, the ECE manager will be contacted..
- DO NOT COME TO WORK IF YOU OR SOMEONE IN HOUSEHOLD ARE SICK!
- Maintain proper hand hygiene at all times. Wash hands with soap and water for 20 seconds. Utilize hand sanitizers often. Do not shake hands or hug others.
- Disinfect high touch areas in the classroom often.

Face covering protocols for children and staff

- Children aged 2 years and older should wear face coverings, especially when indoors or when a six-foot physical distance from others cannot be maintained.
<https://files.covid19.ca.gov/pdf/guidance-childcare--en.pdf>
- Although face coverings are recommended for children aged 2 years and older, per title 22- Personal Rights regulation 101223.1. Children are not to be placed in any restraining device and therefore cannot be forced to maintain face coverings.
- An alternative to a face mask for children is a face shield which is less restrictive; children may be more willing to wear this face covering

Classroom Ratios

- There shall be no more than 16 individuals in a cohort per classroom.
<https://www.cdss.ca.gov/Portals/9/CCLD/PINs/2020/CCP/PIN-20-22-CCP.pdf>
- The ECE Center will have no more than ten children per classroom per day. There is a total of four classrooms at the ECE Center. Total number of children per day will not exceed a total of forty.
- There will be two teachers for the morning shift and two teachers for the afternoon shift in each classroom.
- Faculty and staff will remain with the same classroom, to the greatest extent possible.

Acknowledgement of Liability

- All individuals enrolled at MVC ECE Center will be required to complete an Infectious disease Understanding of Risk form.
- All staff will be required to complete an Infectious disease Understanding of Risk form.

Toileting/Diapering for children

- Only one child will be permitted in the restroom at any time
- Teachers will remain outside the restroom while visually supervising the child
- Toilets will be disinfected after each use
- Diapering will be performed one child at a time.
- Proper diapering/disinfecting procedures will be followed in accordance with CDC health and safety regulations.
<https://www.cdc.gov/healthywater/hygiene/diapering/childcare.html>

Meal Service

- Children and staff will practice proper handwashing before and after meals.
- Paper goods and disposable plastic utensils will be used
- Lunches in disposable packaging will be provided by the child's parent/guardian
- Staff will serve breakfast and snacks
- There will be no family style service at this time
- Staff must wear gloves and follow sanitary food practice protocols during meal service

Nap Time

- The parent/guardian will provide a fitted sheet and small blanket for each child.
- Sheets and blankets will remain at ECE Center and will be laundered by ECE staff weekly
- Nap cots will be spaced six feet apart with heads in opposite directions and will be cleaned and disinfected daily

Cleaning/Disinfecting

- All high-touch areas will be cleaned and disinfected daily
- Toys that are difficult to clean (i.e. soft toys/dress up clothing) will not be permitted in classrooms
- Outdoor play equipment will be disinfected between uses by different groups/classrooms.
- Each classroom will have a designated container for toys that need cleaned, sanitized, or disinfected before being introduced back into classroom environment.
- Staff using cleaners and disinfectants must wear gloves and other protective equipment as required by product instructions. <https://files.covid19.ca.gov/pdf/guidance-childcare-en.pdf>

COVID-19 Exposure/Symptoms/positive test

- Children, faculty, or staff who display COVID-19 related symptoms will be isolated immediately.
- Persons who have been identified as exposed to COVID-19 outside of the child care facility should be excluded from the facility for 14 days and [quarantined](#) at home per the local health department after their last exposure to the infectious case.
- All families, faculty, and staff with potential exposure will be notified in order to be tested and cleared. CDC guidelines for quarantine will be followed.
- ECE will communicate with local health department and Community Care Licensing to assess whether the center will need to close if a positive case is confirmed.
<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/contact-management-childcare-facilities.aspx#>
- Sick staff members and children should not return until they have met CDC criteria to [discontinue home isolation](#), including at least 1 day with no fever, symptoms have improved and at least 10 days since symptoms first appeared
- Staff members and children will be medically cleared to return to the center

Limit of Individuals Entering ECE Center

- ECE will limit the number of individuals entering the ECE Center
- During this time visitors, observers, and students will not be allowed into the ECE Center.
- There will be a limit of one parent/guardian with children during pick up or drop off.
- Face coverings are required when entering ECE Center



MORENO VALLEY COLLEGE BOOKSTORE

BOOKSTORE IMPORTANT NOTICE SEMESTER HOURS OF OPERATION

MVC Students have the option of shopping online for home delivery or curbside pickup. Students also have the option of shopping in person at the Bookstore on the MVC Campus, in accordance with the following schedule.

FAL20 MVC Bookstore will be open starting **August 17 to September 24**. The bookstore will be closed on **Labor Day September 7**.

Store Hours of Operation:

Monday	8 AM – 5 PM
Tuesday	8 AM – 5 PM
Wednesday	8 AM – 5 PM
Thursday	8 AM – 5 PM
Friday	CLOSED
Saturday	10 AM – 4 PM (These Selected Dates Only – August 22, August 29 & September 5.)
Sunday	CLOSED

WIN21 MVC Bookstore will be open starting **January 4 to January 14, 2021**.

Store Hours of Operation:

Monday	9 AM – 4 PM
Tuesday	9 AM – 4 PM
Wednesday	9 AM – 4 PM
Thursday	9 AM – 4 PM
Friday	CLOSED
Saturday	CLOSED
Sunday	CLOSED

SPR21 MVC Bookstore will be open starting **February 8 to March 25, 2021.**

Store Hours of Operation:

Monday	8 AM – 5 PM
Tuesday	8 AM – 5 PM
Wednesday	8 AM – 5 PM
Thursday	8 AM – 5 PM
Friday	CLOSED
Saturday	10 AM – 3 PM (These Selected Dates Only – February 13, February 20 & February 27, 2021).
Sunday	CLOSED

The situation surrounding COVID-19 continues to evolve. The health and safety of our customers and staff remains our top priority. As a result, the Moreno Valley College Bookstore will be implementing a new Store Policy.

Visitor Policy:

- **The bookstore staff will strongly encourage customers to wear a mask.**
- **Customers are required to follow social distancing guidelines and remain 6 feet apart.**
- **The Bookstore occupancy allowed in the store is 25 customers at one time.**
- **The bookstore has hand-sanitizing stations available for customers to use.**

The bookstore will take these proactive precautions to protect our customers, staff, and the community we serve. We are here to help make this transition as smooth as possible, and will be making updates as information becomes available.

Thank you for your ongoing cooperation.



MorenoValleyCollegeShop.com
mvc.edu/bookstore
(951) 571-6107
2086asm@follett.com

Appendix D: Signage Examples

Informational Covid19 Awareness Posters and Social Distancing

MVC has ordered some Covid19 awareness wall posters and floor social distancing floor stickers from the District Office. Additional posters, floor distancing stickers, traffic arrow stickers, student staging area signs, and enter/exit signs for buildings, offices, and classrooms, need to be ordered and installed. Units should identify the type and quantity of signage needed and let Facilities know so the proper amount of signage can be ordered.

Chairs and stools have been spaced 6ft apart in the Dental and Science/Tech labs that are scheduled to be used during the fall term, and excess chairs are being removed and stored.

Ground Stickers for maintaining six feet of distance



Physical Distancing Reminder



COVID-19 Protocol Sign

STOP the SPREAD of GERMS
and respiratory diseases like COVID-19





COVER YOUR FACE
Wear a mask whenever you're in public



SOCIAL DISTANCING
Maintain a distance of 6 feet from others



WASH YOUR HANDS
with soap and water for at least 20 seconds



CLEAN & DISINFECT
frequently touched objects and surfaces



AVOID TOUCHING YOUR FACE
(eyes, nose, and mouth)



STAY AT HOME
when you're sick*


RESOURCES:
County of Riverside Coronavirus hotline, 2-1-1 for testing site and resources.
Testing appointments: Riverside County Health, 800-945-6171.
RCCD.edu/covid19

*Fever or Chills, Cough, Shortness of breath or difficulty breathing, Fatigue, Muscle or body aches, Headache, New loss of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting, Diarrhea.
Source: Centers for Disease Control
cdc.gov/coronavirus




Face Mask Reminder

MASK ZONE



FOR THE SAFETY OF OUR STAFF AND STUDENTS, PLEASE WEAR A MASK BEYOND THIS POINT



APPENDIX E: Detailed Fall 2020 On-Campus Course Section List

Moreno Valley College Fall 2020 On-Campus Course Sections

College	CRS	Course	SECT	Course Title	Faculty	Location	Building	Meeting Dates	Meeting Days	Meeting Times	Enrollment	Notes
MVC	ADJ-A44A	ADJ-A44A-29929	29929	Laser Operator	Wilson, Bryan	BCTC	BCTC	10/8/2020	TH	8 A - 5 P	30	
MVC	ADJ-B1B	ADJ-B1B-29953	29953	Basic Peace Officer Academy	Ramos, Muguel	BCTC	BCTC	8/11/2020 - 2/2/2020	MTWTHF	8 A - 5 P	40	
MVC	ADJ-C1D	ADJ-C1D-29982	29982	Basic Correctional Deputy Academy	Harris, Sari	BCTC	BCTC	8/10/2020 - 10/20/2020	MTWTHF	8 A - 5 P	40	
MVC	ADJ-D1A	ADJ-D1A-28987	28987	Basic Public Safety Dispatch Course	Watson, Heather	BCTC	BCTC	9/14/2020 – 10/2/2020	MTWTHF	9 A - 5 P	20	
MVC	ADJ-D1A	ADJ-D1A-28992	28992	Basic Public Safety Dispatch Course	Watson, Heather	BCTC	BCTC	11/30/2020 – 12/18/2020	MTWTHF	10 A - 5 P	20	
MVC	ADJ-D1B	ADJ-D1B-28991	28991	Public Safety Dispatcher Update	Watson, Heather	BCTC	BCTC	11/17/20 - 11/19/20	TWTH	8 A - 5 P	20	
MVC	ADJ-D1C	ADJ-D1C-28993	28993	Communications Training Officer	Watson, Heather	BCTC	BCTC	10/26/20 - 10/30/20	MTWTHF	8 A - 5 P	20	
MVC	ADJ-D3A	ADJ-D3A-28998	28998	Dispatch Update, Handling the Rising Tide of Suicide	Watson, Heather	BCTC	BCTC	10/7/2020	W	8 A - 5 P	20	
MVC	ADJ-D4A	ADJ-D4A-29974	29974	Dispatcher Role Critical Incidents	Watson, Heather	BCTC	BCTC	10/26/2020	M	8 A - 5 P	20	

MVC	ADJ-D5A-29903	29903	Dispatch Public Safety Advanced	Watson, Heather	BCTC	BCTC	8/26/20 - 8/27/20	WTH	8 A - 5 P	20	
MVC	ADJ-R1A-26020	26020	Level III Modular Academy Training	Young, Richard	BCTC	BCTC	7/14/20 - 9/24/20	TWTHS	5:45 P - 11 P 5:45 A - 2:30 P	30	
MVC	ADJ-R1B-27000	27000	Level II Modular Academy Training	Young, Richard	BCTC	BCTC	10/6/20 - 12/23/20	TWTHS	5:45 P - 11 P 5:45 A - 2:30 P	30	
MVC	ADJ-S1A-29980	29980	Supervisory Course	Strasburg, Robert	BCTC	BCTC	11/30/20 - 12/11/20	MTWTHF	8 A - 5 P	25	
MVC	ADJ-S1A-29981	29981	Supervisory Course	Strasburg, Robert	BCTC	BCTC	9/14/20 - 9/25/20	MTWTHF	8 A - 5 P	25	
MVC	ADJ-T1A-29862	29862	Traffic Collision Investigation: Basic	Nancarrow, Geoffrey	BCTC	BCTC	9/14/20 - 9/18/20	MTWTHF	8 A - 5 P	30	
MVC	ADJ-T1B-29864	29864	Intermediate Traffic Collision Investigation	Van Gorp, Joshua	BCTC	BCTC	9/21/20 - 9/25/20	MTWTHF	8 A - 5 P	35	
MVC	ADJ-T1C-29918	29918	Traffic Collision Investigation: Advanced	Shields, John	BCTC	BCTC	10/19/20 - 10/30/20	MTWTHF	8 A - 5 P	25	
MVC	ADJ-T1D-29919	29919	Traffic Collision Reconstruction	Shields, John	BCTC	BCTC	12/7/20 - 12/18/20	MTWTHF	8 A - 5 P	25	
MVC	ADJ-T2A-29928	29928	Radar Operations	Wilson, Bryan	BCTC	BCTC	10/5/2020	M	8 A - 5 P	30	
MVC	ADJ-W10A-29975	29975	Firearms	Mitchell, Brannon	BCTC	BCTC	8/3/20 - 8/5/20	MTW	8 A - 5 P	20	

MVC	EMS-50	EMS-50-29811	29811	Emergency Medical Technician	Nollette, Christopher	BCTC	BCTC	8/24/20 - 12/16/20	M TH	6:45 A - 12:35 P 6:45 A - 12:50 P	30	
MVC	EMS-50	EMS-50-29812	29812	Emergency Medical Technician	Nollette, Christopher	BCTC	BCTC	8/24/20 - 12/16/20	T T	6:45 A - 12:35 P 1:30 P - 6:20 P	30	
MVC	EMS-50	EMS-50-29813	29813	Emergency Medical Technician	Nollette, Christopher	BCTC	BCTC	8/24/20 - 12/16/20	W W	6:45 A - 12:35 P 1:30 P - 6:20 P	30	
MVC	EMS-51	EMS-51-29814	29814	EMS Basic Clinical/Field	Nollette, Christopher	BCTC	BCTC	8/24/20 - 12/16/20	TBA	TBA	30	Field Training Off-Site
MVC	EMS-51	EMS-51-29815	29815	EMS Basic Clinical/Field	Nollette, Christopher	BCTC	BCTC	8/24/20 - 12/16/20	TBA	TBA	30	Field Training Off-Site
MVC	EMS-51	EMS-51-29816	29816	EMS Basic Clinical/Field	Nollette, Christopher	BCTC	BCTC	8/24/20 - 12/16/20	TBA	TBA	30	Field Training Off-Site
MVC	EMS-60	EMS-60-29817	29817	Patient Assessment/Airway	Ricci, Anthony	BCTC	BCTC	8/24/20 - 12/16/20	W W MT	9:50 A - 1:00 P 2:00 P - 5:10 P 7:15 A - 8:00 A	30	
MVC	EMS-61	EMS-61-29821	29821	Introduction to Medical Pathophysiology	Casarez, Stephen	BCTC	BCTC	8/24/20 - 12/16/20	W	6:30 A - 9:40 A	30	
MVC	EMS-62	EMS-62-29820	29820	Emergency Pharmacology	Zamora, Jennifer	BCTC	BCTC	8/24/20 - 12/16/20	M M	8:00 A - 11:10 A 12:10 P - 3:20 P	30	
MVC	EMS-63	EMS-63-29819	29819	Cardiology	Booth, Thomas	BCTC	BCTC	8/24/20 - 12/16/20	T T	8:00 A - 11:35 A 12:10 P - 3:20 P	30	
MVC	FIT-S21	FIT-S21-29832	29832	Public Safety Honor Guard Academy	Roulston, Adam	BCTC	BCTC	10/21/20 - 10/23/20	MTWTHF	8 A - 5 P	15	

MVC	FIT-S3	FIT-S3-2980 2	2980 2	Basic Fire Academy	Lambert, Jim	BCTC	BCTC	8/31/20 - 11/20/20	MTWTHF	8 A - 5 P	35	
MVC	BIO-55	BIO-55-2912 1	2912 1	Microbiology	Julius, Jeffrey	MVC	SCI 201SCI 203SCI 206	8/24/20 - 10/15/20	T	9:35 A - 12:45 P	24	
MVC	BIO-55	BIO-55-2912 2	2912 2	Microbiology	Julius, Jeffrey	MVC	SCI 201SCI 203SCI 206	8/24/20 - 10/15/20	TH	9:35 A - 12:45 P	24	
MVC	BIO-55	BIO-55-2912 3	2912 3	Microbiology	Julius, Jeffrey	MVC	SCI 201SCI 203SCI 206	8/24/20 - 10/15/20	M	2:20 P - 5:30 P	24	
MVC	BIO-55	BIO-55-2912 4	2912 4	Microbiology	Julius, Jeffrey	MVC	SCI 201SCI 203SCI 206	8/24/20 - 10/15/20	W	2:20 P - 5:30 P	24	
MVC	BIO-55	BIO-55-2912 5	2912 5	Microbiology	Morales, Diane	MVC	SCI 201SCI 203SCI 206	8/24/20 - 10/15/20	W	6:00 P - 9:10 P	24	
MVC	BIO-55	BIO-55-2987 9	2987 9	Microbiology	Pasala, Sumana	MVC	SCI 201SCI 203SCI 206	8/24/20 - 10/15/20	M	9:35 A - 12:45 P	24	
MVC	KIN-30	KIN-30-2954 4	2954 4	First Aid and CPR	Yancy, Thomas	MVC	MPC	TBA	TBA	TBA	35	2-days in December, Dates TBA
MVC	KIN-30	KIN-30-2954 5	2954 5	First Aid and CPR	Yancy, Thomas	MVC	MPC	TBA	TBA	TBA	35	2-days in December, Dates TBA
MVC	KIN-30	KIN-30-2954 4	2954 4	First Aid and CPR	Yancy, Thomas	MVC	MPC	7/27/20 - 7/30/20	MTWTHF	9:00 A - 2:00 P	35	Completed July 2020 - August 2020 over 2-days

MVC	KIN-30	KIN-30-29545	29545	First Aid and CPR	Yancy, Thomas	MVC	MPC	7/27/20 - 7/30/21	MTWTHF	9:00 A - 2:00 P	35	Completed July 2020 - August 2020 over 2-days
MVC	KIN-30	KIN-30-29545	29545	First Aid and CPR	Yancy, Thomas	MVC	MPC	7/27/20 - 7/30/22	MTWTHF	9:00 A - 2:00 P	35	Completed July 2020 - August 2020 over 2-days
MVC	DEA-10	DEA-10-29211	29211	Intro to Dental Assting	Hulshof, Lidia	MVC	DEC B-100	8/24/20 - 12/16/20	TH	9:00 A - 4:15 P	24	
MVC	DEA-20	DEA-20-29212	29212	Infection Control	Hulshof, Lidia	MVC	DEC B-100	8/24/20 - 12/16/20	MTH	4:25 P - 5:00 P	24	
MVC	DEA-21	DEA-21-29213	29213	Intro to Radiology	Hulshof, Lidia	MVC	DEC B-ARAD	8/24/20 - 12/16/20	F	9:00 A - 12:10 P	12	
MVC	DEA-21	DEA-21-29214	29214	Intro to Radiology	Hulshof, Lidia	MVC	DEC B-ARAD	8/24/20 - 12/16/20	F	1:00 P - 4:20 P	12	
MVC	DEA-22	DEA-24-29215	29215	Intro to Supervised Externships	Hulshof, Lidia	MVC	DEC B-100	8/24/20 - 12/16/20	W	11:00 A - 11:50 A	24	
MVC	DEA-24	DEA-24-29217	29217	Dental Materials	Hulshof, Lidia	MVC	DEC B-100	8/24/20 - 12/16/20	T	1:00 P - 4:50 P	24	
MVC	DEA-40A	DEA-40A-23129	23129	Advanced Surgical Dental Asst	Hulshof, Lidia	MVC	DEC B-100	8/3/20 - 8/11/20	MTWTHF	8 A - 5 P	24	Class suspended during SP20 and completing FA20, Off site after 8/11

MVC	DEA-40B	DEA-40B-23130	23130	Advanced Orthodontic Dental Asst	Hulshof, Lidia	MVC	DEC B-100	8/3/20 - 8/11/21	MTWTHF	9 A - 5 P	24	Class suspended during SP20 and completing FA20, Off site after 8/11
MVC	DEA-40C	DEA-40C-23131	23131	Advanced Restorative Dental Asst	Hulshof, Lidia	MVC	DEC B-100	8/3/20 - 8/11/22	MTWTHF	10 A - 5 P	24	Class suspended during SP20 and completing FA20, Off site after 8/11
MVC	DEH-10A	DEH-10A-29218	29218	Pre-Clinical Dental Hygiene	Moon, Deborah	MVC	DEC C-119	8/25/20 - 12/16/20	T	8:00 A - 12:00 P	24	
MVC	DEH-12B	DEH-12B-29221	29221	Oral Radiology Laboratory	Moon, Deborah	MVC	DEC C-119	8/27/20 - 12/16/20	TH	9:00 A - 12:10 P	12	
MVC	DEH-12B	DEH-12B-29222	29222	Oral Radiology Laboratory	Moon, Deborah	MVC	DEC C-119	8/25/20 - 12/16/20	T	1:00 P - 4:10 P	12	
MVC	DEH-30A	DEH-30A-29228	29228	Clinical Dental Hygiene #3	Moon, Deborah	MVC	DEC-AOPS	8/24/20 - 12/16/20	M W	9:00 A - 12:00 P 9:00 A - 12:00 P	24	
MVC	DEH-32	DEH-32-29230	29230	Dental Materials	Moon, Deborah	MVC	DEC-B105	8/27/20 - 12/16/20	TH	10:30 A - 1:00 P		
MVC	DEH-40	DEH-40-23142	23142	Clinical Dental Hygiene #1	Moon, Deborah	MVC	DEC B-100	8/24/20 - 10/2/20	MTWTHF S	5:30 P - 8:30 P 9:00 A - 5:00 P	24	Class suspended during SP20 and completing FA18

MVC	DEH-41	DEH-41-23132	23132	Clinical Dental Hygiene #5	Moon, Deborah	MVC	DEC B-100	8/24/20 - 10/2/20	MTWTHFS	5:30 P - 8:30 P 9:00 A - 5:00 P	24	Class suspended during SP20 and completing FA19
MVC	MDA-54B	MDA-54B-23897	23897	Clinical Medical Assisting II	Carter, A	MVC	PSC 20	8/24/20 - 10/2/20	MTWTHFS	5:30 P - 8:30 P 9:00 A - 5:00 P	24	Class suspended during SP20 and completing FA20

Appendix F: Compliance Protocols

As our district safely reopens there will be a need to educate all stakeholders on the new safety guidelines when onsite. Training will be available, and signage will be posted throughout the district. However, there will be occasions when personnel may be called to assist with enforcement of safety procedures. To assist in facilitating a peaceful interaction, the following protocols should be followed.

Procedures on Campus

Community Service Aides will have brochures with the safety guidelines and extra masks to hand out to any student, employee or community member that may need a reminder.

This service will help gently remind all our stakeholders of the new safety guidelines. It will also assist students and employees by making a mask available for anyone who may have forgotten theirs at home.

For students or community members that refuse to wear a mask, after being offered one, they will be asked to leave the campus. If the community member is resistant to accepting the mask, the Community Service Aide will contact an RCCD police officer for assistance.

Procedures in a Classroom

To ensure that all students are aware of the new protocols, faculty members are being asked to please add the safety guidelines to their syllabus and go over these on the first day of all classes being held in a face-to-face format. If a student forgets their mask, faculty may give the student an extra one. If the student refuses to wear a mask or has to be constantly reminded, they should be reported to the Dean of Student Life since this may lead to disciplinary procedures AP 3500 or BP 3500.

Procedures in the workplace

Managers should go over the safety guidelines with staff via Zoom staff meetings to ensure that all employees understand the safety guidelines before they begin to work onsite on a regular basis. They should also encourage staff to complete the safety trainings available online via Target Solutions and attend any Zoom trainings available through Risk Management. All departments should have extra masks that are easily accessible for any staff that forgets theirs.

In the event a report is made to RCCDPD of a faculty member or staff member not wearing a mask as outlined in the safety protocols, a Community Service Aide will respond, offer a brochure, and mask. If an individual refuses to wear a mask, their manager as well as Human Resources and Employee Relations will be notified of the refusal and further action will be taken.

Desired Outcome

The overall goal is to continue to provide a safe learning environment for all students, faculty, and staff. The Riverside Community College District and California Department of Public Health safety guidelines ensure a safe and healthy environment as we return to face-to-face instruction. It is incumbent upon all District stakeholders to adhere to the policies of the District and recommendations of the California Department of Health.

