PURPOSE: The purpose of this policy is to outline the safety measures for all persons who enter the SOD building during the COVID-19 pandemic. These measures are to assure the health and safety of all individuals. Violations of the provisions of this policy will be handled in accordance with the appropriate disciplinary policy.

POLICY:

1) All individuals who enter the SOD building must:
   a) Complete a COVID-19 screening procedure prior to entering the building (set forth below).
   b) Wear a mask that covers his/her mouth and nose while in the building, except
      i) When an individual is alone in his/her office or cubicle (at least 6 feet away from others);
      ii) When the individual is eating; or
      iii) When the individual is a patient and is receiving care.
   c) Practice frequent hand hygiene, using either hand sanitizer or soap and water.
   d) Practice social distancing (maintaining at least 6 feet of distance from others) while around and in the building, including the Cooley Center and courtyard, and while eating.
   e) Avoid gathering in groups.

SCREENING PROCEDURES: Upon entry to the SOD building, all persons will be screened in the following manner:

1. Obtain a mask, if one is not already worn upon entry.
3. Have temperature checked.
4. Use hand sanitizer.*
5. Identification badges (ID) must be displayed by employees and students/residents presenting to the screening station.

6. Obtain a wristband to be worn while in the building to identify you as a screened individual.*

* For individuals with chemical sensitivities, allergies, or adverse reactions to materials used during the screening procedures:

- **Employees**: Complete a Supervisors’ First Report of Injury document and make an appointment for evaluation at UTHHealth Employee Health Services by calling 713-500-3267. Results should be reported to the employee’s supervisor as soon as available. Employees will be treated according to the plan prescribed by their provider.

- **Students**: Schedule an appointment for evaluation and screening at UTHHealth Student Health & Counseling Services (713-500-5171). Results should be reported to the Associate Dean for Student and Academic Affairs as soon as available. Students will be treated according to the plan prescribed by their provider.

- **Others**: Will be addressed on an individual basis.