



DEPAUL UNIVERSITY

SPEECH AND LANGUAGE CLINIC

COVID-19 Safety Playbook

Updated: July 8, 2022

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# COVID-19 SAFETY GUIDELINES

The health and safety of everyone at DePaul University's Speech & Language Pathology Clinic depend on the cooperation of all who come to the campus.

- Please arrive no earlier than 10 minutes prior to your appointment as our waiting room capacity is limited.
- Masks are to be worn indoors regardless of vaccination status.
- Please perform hand hygiene when entering the clinic space (hand sanitizer or hand washing)
- All are asked to maintain physical distancing, when possible, of 6ft or more.
- All high contact areas and rooms will be disinfected before and after each appointment.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Please call to reschedule and refrain from attending your appointment if you have **any** of the following COVID 19 symptoms:

- |   |                              |
|---|------------------------------|
| o Fever or chills                             | o Headache                   |
| o Cough                                       | o New loss of taste or smell |
| o Shortness of breath or difficulty breathing | o Sore throat                |
| o Fatigue                                     | o Congestion or runny nose   |
| o Muscle or body aches                        | o Nausea or vomiting         |
|   | o Diarrhea                   |

DePaul's COVID-19 response plans are based on the latest guidance from the Centers for Disease Control and Prevention, the Chicago Department of Public Health and the university's medical advisor from AMITA Health. To read more, visit CDC site: <https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine>

## CONTINGENT UPON A COVID EXPOSURE:

### **Faculty or Student Clinician,**

Our commitment is to administer changes to help lessen the risk of viral spread and ensure our clients, students, and faculty/staff's safety. If you are confirmed positive with COVID-19, please refrain at home or residency until your primary provider clears you. Call or text the Assistant Office Manager and Clinical Director immediately.

If you were exposed to someone with COVID-19, please follow the Quarantine Protocols and Guidelines from DePaul University's Contact Tracing Center.

#### **For Students/Staff/Faculty Quarantining NOT Vaccinated**

If you are NOT vaccinated, you will need to quarantine for at least five days after exposure to the COVID-19 person. You will be cleared from quarantine if you are symptom-free and have had a negative test for COVID-19 after fifth day of your quarantine.

#### **For Students/Staff/Faculty Quarantining Vaccinated:**

If you ARE vaccinated but have NOT develop symptoms, you do not have to quarantine but should get tested for COVID-19 after 5 days of your exposure. You must wear a mask for 10 days or until you get a negative test and then monitor yourself for any symptoms after 5 days.

If you develop symptoms, stay home for 5 days, and then get tested. You should submit an online report notifying us that you are a COVID-19 positive case.

If your symptoms are resolving, then you can return to the university but must wear a mask for 10 additional days. However, if you have a fever, continue to stay home until your fever has been resolved at least 24 hours.

### **Meetings/Events**

If there is a need to meet, meeting remotely and using virtual collaboration tools (e.g., Zoom, Microsoft Teams, telephone, etc.) is strongly advised. All future appointments, meetings, or events will be scheduled on a case-by-case basis.

In the meantime, all unexposed students and staff are expected to maintain six feet of separation for physical distancing requirements and must always wear a facial covering indoors. All catering orders must given clearance by the clinic director.

## **Patients**

All patients who have been in contact with the exposed faculty or student clinician must be notified immediately so that they may follow up with their medical provider and place their future appointments on hold. They may return to services once they have clearance and if the student clinician or faculty can continue providing services.

Depending on the student's supervisor and clinic director's decision, the front desk will need to contact the incoming in-person appointments to reschedule or conduct the visit virtually (telehealth). Student clinicians or faculty will return to in-person meetings once they receive a negative covid-19 test result.

**I am a:**

**FACULTY**

**STUDENT**

**CLIENT**

**GO TO PAGE**

Two

**GO TO PAGE**

Three

**Do I have symptoms?**

**YES**

**NO**

**NOTIFY**

Graduate  
Program Director.

**FOLLOW**

Directives from Contact  
Tracing team. Report to  
work as per normal.

**FOLLOW**

Depaul University's  
Policy:



**NOTIFY**

Graduate Program  
Director of COVID-19  
test results.

**I am a:**

**STUDENT**

**Do I have symptoms?**

**YES**

**CONTACT**  
Graduate Program and  
Clinic Directors  
immediately. Do not  
report to the clinic!

**FOLLOW**

[SLP's COVID Program Policy](#)

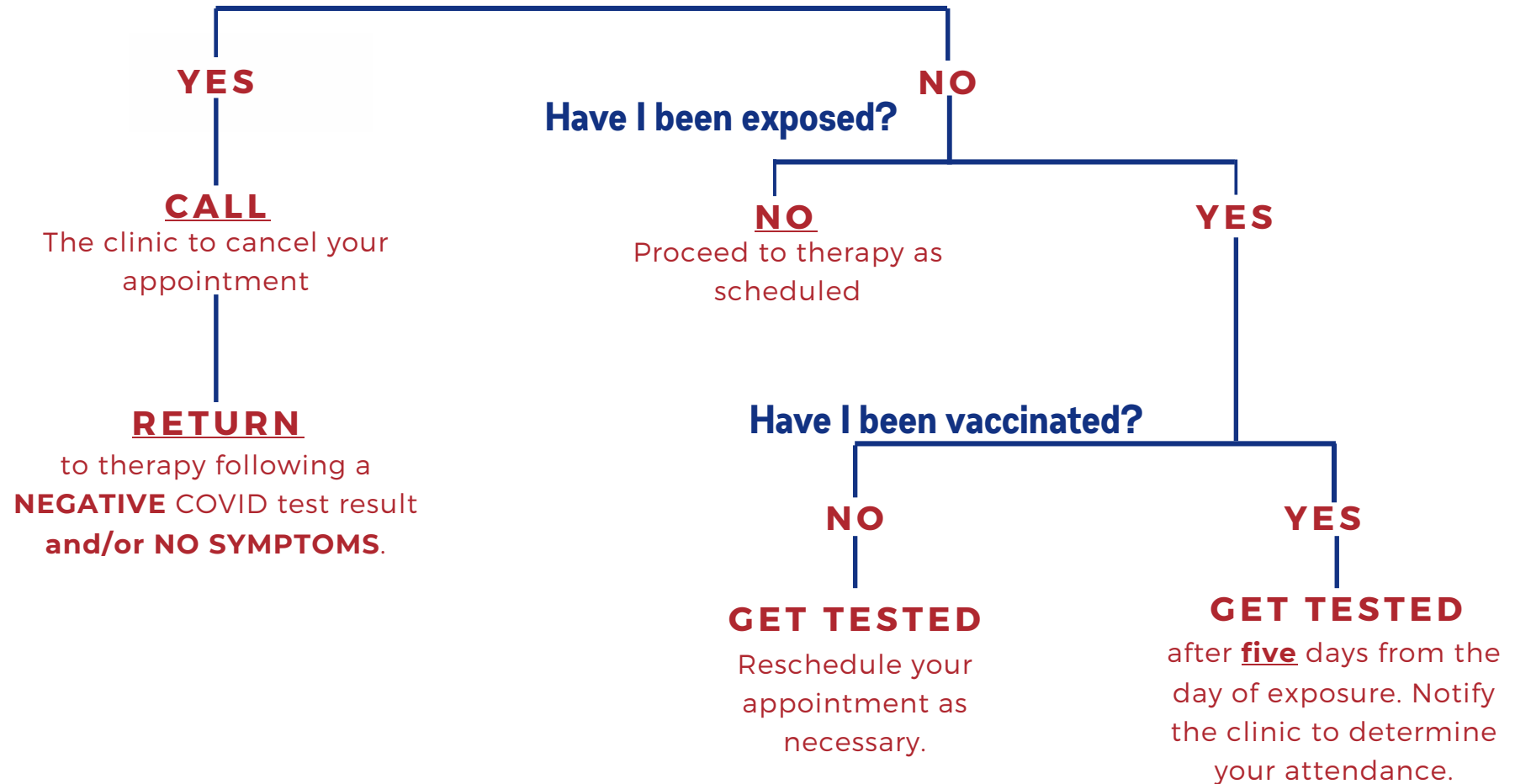
**NO**

**REPORT**  
to the clinic per  
assignment

**I am a:**

**CLIENT**

**Do I have symptoms?**







# DEPAUL UNIVERSITY

## COLLEGE OF SCIENCE AND HEALTH

### *Speech Language Pathology Program*

## COVID Policy & Procedures

(July 8, 2022)

### 1. Follow the Speech Language Pathology Blue Demon Pledge:

As Blue Demon who respects the dignity of all people, we are committed to taking care of ourselves and take care of our DePaul community during the COVID-19 pandemic. I pledge to do my part to reduce the spread of COVID-19 in our campus community:

- Wash your hands often with soap and water for at least 20 seconds.
- Use an alcohol-based hand sanitizer that contains at least 60 percent alcohol if soap and water are not available.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- [Monitor yourself for symptoms](#) each time you plan to come to campus.
- Stay home if you are sick.
- Avoid close contact with people who are sick.
- As of April 11, 2022, masks are no longer required in most indoor spaces on campus. However, DePaul will continue to be a mask-friendly campus and wearing a mask will be highly recommended for all indoor spaces.
- The DePaul Speech and Language Clinic requires masks over your nose and mouth in the DePaul Speech & Language Clinic.

**2. If you feel sick**, stay home, inform your Program Director, get tested and **do NOT** attend in-person class or come the clinic. If your test results are negative, return to school when you are feeling better.

**3. If you test positive**, isolate and report positive test results to [this reporting website](#) or call (773) 207-4340. A representative is available Monday – Friday from 8 a.m. to 8 p.m. and Saturday – Sunday from 9 a.m. to 5 p.m. Inform your Program Director. You may return to class after 5 days and at least 24 hours of no fever (e.g. need for fever reducing medication).

**4. If you have been exposed**, people should get tested at least 5 days after their exposure to COVID-19, even if they don't have symptoms and wear a mask indoors in public for 14 days following exposure.

**5. Maintain confidentiality.** In all instances, it is our responsibility, as directed by the Centers for Disease Control and Prevention, to maintain the privacy and anonymity of those individuals who have tested positive for COVID-19 and those who may be part of any contact investigation. DePaul's support for those who are affected will include doing all we collectively can, including respecting their privacy. Please remember to honor this commitment to privacy for those who contract the virus. If you learn of someone who has tested positive, do not share that information with others. Rather, follow the DePaul COVID Reporting Protocol. To the extent possible, the university will protect the privacy and anonymity of those who test positive for COVID-19 and those who may have been exposed to COVID-19.

Any questions, please contact

**Dr. Jayne Jaskolski**

Speech Language Pathology

Program Director

[j.jaskolski@depaul.edu](mailto:j.jaskolski@depaul.edu)

773/325-8473

## SLP COMMUNITY SPACE GUIDELINES

SLP Students are now welcome to utilize Room 109 (SLP Adult Room) in the Clinic as a gathering space to eat and commune.

We are **all** responsible for always maintaining a clean and sanitary environment.

Please note the use of this clinic space is a **PRIVILEGE** and will be maintained as such by adhering to the following expectations:

- a. Use of the room is restricted when **not already reserved** for in-services or client sessions. You may not enter the space if it is currently used for a treatment session or faculty meeting.
- b. All tables must be wiped down with disinfectant wipes following **each use**.
- c. Any damage, malfunctioning equipment, etc., should be immediately reported to the Clinic Director or Assistant Office Manager.
- d. All food/beverages must be covered when heating in the microwave.
- e. Please be mindful of strong food odors and their impact on our clientele.
- f. Spills and stains in the microwave or on any surface must be cleaned immediately.
- g. All items stored in the refrigerator must be tightly sealed/enclosed and clearly labeled with name and date.
- h. No food should be kept in the refrigerator past its expiration date or longer than **three** days.
- i. The refrigerator shall be wiped down and cleaned each Friday.
- j. All items left in the refrigerator on cleaning days that are unmarked or past their expiration date will be discarded.

*\*Any concerns or conflicts that compromise the sanitization, safety, or cleanliness of the community space for our clientele will result in its privileges being revoked\**

Updated on 07/08/2022

# PROTOCOL FOR REPORTING CONFIRMED COVID-19 CASES

*Updated June 22, 2022*

If a student, faculty or staff member test positive for COVID-19, the university requires that they report it. The reporting mechanisms shared below must be used.

## Report New Cases

All faculty, staff and students must inform the university if they have tested positive for COVID-19. This will allow the university to provide the resources and support people need, and also determine if others were exposed and may be at risk.

- **Current students, faculty and staff:**
  - [Report new positive COVID-19 test here](#). This form will not be monitored 24/7. If this is an emergency, please call 911 or Public Safety at 773.325.7777. **If you are a residential student and have tested positive, please call Public Safety.**
  - You may also call (773) 207-4340 to report a new positive COVID-19 test. A representative is available Monday – Friday from 8 a.m. to 8 p.m. and Saturday – Sunday from 9 a.m. to 5 p.m.
  - Use the form above to report positive test for DePaul students, faculty, and staff only. For information on if you have symptoms or exposure, review the COVID-19 Symptoms or Exposure section below.
- **New, incoming students who attended orientation:**
  - If you recently attended an in-person orientation on one of DePaul's campuses and began showing symptoms of COVID-19 within two days of the event or tested positive for COVID-19 within four days, email [DePaulCommunityHealth@depaul.edu](mailto:DePaulCommunityHealth@depaul.edu).

- Do **not** use the form for current students, faculty and staff to report.
- If a family member or friend who attended orientation with you began showing symptoms of COVID-19 within two days of the event or tested positive for COVID-19 within four days, they should also email [DePaulCommunityHealth@depaul.edu](mailto:DePaulCommunityHealth@depaul.edu).

The university only requires reports of *confirmed COVID-19 cases*. There is no need to report to the university unless you test positive.

To the extent possible, the university will protect the privacy and anonymity of those who test positive for COVID-19 and those who may have been exposed to COVID-19.

## COVID-19 Symptoms or Exposure

If you have been exposed to someone who tested positive, you do not need to make a report to DePaul unless you later test positive. DePaul only requires students, faculty or staff who have tested positive for COVID-19 to report to the university.

Visit the [Health Monitoring webpage](#) for testing guidance and other steps you should take if you were exposed to COVID-19 or are experiencing symptoms.

## Notifications to Potentially Exposed Individuals

DePaul follows protocols from the Centers for Disease Control and Prevention and local public health authorities and consults with the university's expert physician from AMITA Medical Group to determine who should be informed about university-related COVID-19 cases. Each situation is assessed on a case-by-case basis.

DePaul staff or a local public health agency may notify you if it is determined that you came into contact with someone affiliated with

DePaul who is confirmed to have COVID-19, even if the risk of exposure to you is considered minimal.

Visit DePaul's [Health, Wellness and Prevention FAQs](#) to learn more the university's contact tracing process.

## Patient Privacy

In all instances, it is our responsibility, as directed by the Centers for Disease Control and Prevention, to maintain the privacy and anonymity of those individuals who have tested positive for COVID-19 and those who may be part of any contact investigation. DePaul's support for those who are affected will include doing all we collectively can, including respecting their privacy. Please remember to honor this commitment to privacy for those who contract the virus.