

**OPEN HOWARD COLLEGE ALERT STATUS 8/18/21**

	<b>Maroon</b>	<b>Red</b>	<b>Amber</b>	<b>Yellow</b>	<b>Green</b>
<b>Individual and Campus Health Protocols</b>		Individual Health Protocols are required. Campus health protocols are required (see <i>Open Howard College</i> for protocol details).	Individual Health protocols are required. Campus health protocols are required. (see <i>Open Howard College</i> for protocol details)	Individual health protocols are required. Campus health protocols will vary by alert status and federal, state and local guidance (see <i>Open Howard College</i> for protocol details).	
<b>Employees, Students, Visitors, and Contract Labor on Campus</b>	Stay-at-home/Emergency Essential Employees only on campus as directed, accommodations as needed. Others work from home. No visitors on campus except essential contractors as needed.	Altered work patterns for Essential Employees with some employees working from home, accommodations as needed. Visitors by appointment. Essential contractors as needed.	On-campus work with accommodations as needed. Visits in offices and on-campus for current students, recruiting and business purposes as well as members of select organizations approved to be on campus for events are reminded that virus transmission is high and health considerations for self and others should be considered.	On-campus work with accommodations as needed. Students, visitors and organizations function on campus following protocols in place and vaccination status as preferred.	Pre-pandemic work patterns and campus operations.
<b>Masking</b>	Masking on campus according to CDC and state guidelines.	Masking according to CDC and state guidelines with public spaces such as restrooms, break rooms, elevators, hallways and stairwells given special consideration.	Masking highly encouraged according to CDC and state guidelines with public spaces such as restrooms, break rooms, elevators, hallways and stairwells given special consideration. Personal preference will be honored.	Masking encouraged according to CDC and state guidelines with public spaces such as restrooms, break rooms, elevators, hallways and stairwells given special consideration. Personal preference will be honored.	

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<b>Employee Work Patterns</b>	<p>Employees communicate by telephone or electronically. Essential employees on campus should remain in their work areas while on campus if possible.</p>	<p>Employees are encouraged to communicate by telephone or electronically in lieu of face-to-face conversation to help minimize the potential spread of the virus.</p> <p>Employees should remain in their work areas while on campus. Limit movement outside of work area to essential activities only (ex. Picking up mail).</p> <p>Employees must maintain a log of date, time, location, and people they come in contact with. In case of a confirmed case, this will expedite the notification to others.</p> <p>Employees will sanitize their respective work center areas at the end of the workday utilizing sanitation supplies provided by the college. This includes but is not limited to computer keyboards, door handles, phones, countertops, etc. Employees must notify supervisors when related supplies are needed so that supervisors can contact the maintenance department on the respective campus.</p>	<p>Employees are encouraged to communicate by telephone or electronically in lieu of face-to-face conversation to help minimize the potential spread of the virus.</p> <p>Employees should remain in their work areas while on campus. Limit movement outside of work area to essential activities only (ex. Picking up mail).</p> <p>Employees must maintain a log of date, time, location, and people they come in contact with. In case of a confirmed case, this will expedite the notification to others.</p> <p>Employees will sanitize their respective work center areas at the end of the workday utilizing sanitation supplies provided by the college. This includes but is not limited to computer keyboards, door handles, phones, countertops, etc. Employees must notify supervisors when related supplies are needed so that supervisors can contact the maintenance department on the respective campus.</p>	<p>Employees communicate by telephone and electronically as appropriate in lieu of face-to-face conversation, especially during times of increased virus transmission.</p> <p>Employees should minimize movement outside of their work area as possible.</p> <p>Employees should be mindful of people they come in contact with. In case of a confirmed case, this will expedite the notification to others.</p> <p>Employees should continue respective work area sanitation based on previous procedures. Employees must notify supervisors when related supplies are needed so that supervisors can contact the maintenance department on the respective campus.</p>	

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<b>Office Meetings</b>			If office meetings cannot be conducted virtually, keep participation to fewer than 10 participants and follow appropriate physical distancing and masking as preferred according to CDC and state guidance given.	When office meetings are not conducted virtually, spaces allowing appropriate physical distancing should be used and masking as preferred according to CDC and state guidance given.	
<b>In-Person Large Group Meetings</b>			In-person larger group meetings should be limited to capacity of the room based on 6 feet distancing while following appropriate physical distancing and masking as preferred according to CDC and state guidance given.	In -person larger group meetings may not be based on capacity of room. Individuals should follow CDC and state guidance based on individual situation and preference.	
<b>Instruction</b>	Total online learning with limited exceptions for certain Health Professions programs clinicals as allowed.	Mainly online with clinicals and hand-on labs in person as possible.	Online and face-to-face options with physical distancing required (50%-75% capacity) with limited exceptions for certain health professions programs and labs where protective face shields/coverings are required for lab safety.	Online options available but face-to-face resumes at greater frequency, physical distancing encouraged.	
<b>Student Services</b>	All student services provided online.	Pre-arranged visits for students and public.	Visits on campus allowed. Dorm check-in and activity designed for physical distancing.	Visits on campus allowed. Dorm check-in and activity less cautious but designed with physical distancing as possible.	
<b>Athletics and Fine Arts Events</b>			Athletics and fine arts events held based on CDC and conference guidelines.	Athletics and fine arts events held based on CDC and conference guidelines.	

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<b>Travel</b>			Travel should be limited to the service area. Travel outside of the service area for college purposes will be approved on a case-by-case basis. Limited travel based on COVID penetration. Caution should be shown when traveling for personal reasons, particularly in areas of concern, with efforts made to follow all health protocols and review of CDC guidelines for guidance.	Increased travel allowed but monitoring of COVID penetration must be considered.	
<b>Public Gatherings</b>			Limited, large group gatherings held following CDC and local health authority guidance. Zoom options given consideration first to assess if best. In some instances, both a face-to-face and Zoom option will be provided.	Large group gatherings held following CDC and local health authority guidance.	