Social Distancing COVID-19 Protocol per SFDPH Public Health Order No. C19-07b Effective April 3, 2020; Revised April 6, 2020

Signage: UC Hastings Law (“UCH”) has posted this protocol at the public entrances to all campus buildings; specifically at 376 Larkin, 333 Golden Gate, 200 McAllister, 198 McAllister, and 100 McAllister.

Purpose & Background: UCH has taken extensive precautions to limit the spread of COVID-19 within its campus. To ensure compliance with the latest San Francisco Department of Public Health Order (No. C19-07b) and provide information to our campus community, we are providing this summary of actions taken and compliance required for people accessing campus buildings.

Entry to Campus Buildings Requires Compliance: UCH requires compliance with all of the following measures for anyone accessing the campus.

- UCH has **restricted access to all campus buildings**; entry requires approval by campus administration. Unauthorized public visitors are not permitted at this time.
- UCH **prohibits access to campus buildings by anyone who is sick**, including with symptoms of cough and fever.
- UCH **requires residential students who are sick**, including with symptoms of cough and fever, **to remain in their units** except to seek medical care. UCH is available to provide support to these students to ensure their needs are met while recuperating at home.
- UCH requires everyone who is on campus to **maintain a minimum six-foot distance** from one another; **sneeze and cough into a cloth or tissue**, or, if not available, into one’s elbow; **regularly wash hands**; and to **abstain from any unnecessary physical contact**, including shaking hands.
- UCH has required all employees who can **carry out their work duties from home** to do so. UCH requires all employees who work on campus to **conduct personal symptom checks**, including taking their temperature, if feasible, before coming to work. **All employees who are sick must stay home** and notify their supervisors.
- UCH is requiring individuals reporting to work to ensure their desk or workstation is **separated by at least six-feet from any other occupied desk or workstation**.
- UCH has **increased the frequency of disinfection** for all break rooms, bathrooms, common areas, and high-contact surfaces in all occupied spaces.
- **Hand sanitizer** effective in providing COVID-19 protection and **disinfecting wipes are available to employees**, particularly for employees at locations where contact with the public is more likely. For additional supplies, please contact operations@uchastings.edu.
Soap and water is available to all employees in restrooms and break rooms.

UCH is providing masks, as they remain available, to critical support personnel reporting to campus, though supplies are limited, and cannot be replenished readily due to lack of availability. We encourage members of the community to wear masks whenever they leave their homes, and, in particular, when they report to work. Where masks are not available, we encourage members of the community to make their own using instructions posted on the MyHastings COVID-19 page and shared with the campus community via email on April 2.

UCH has closed all on-campus dining facilities including the Dining Commons and Café at 198 McAllister.

UCH has closed all areas used for gatherings including the library, fitness center, and basketball gymnasium.

UCH has postponed or canceled all nonessential events and gatherings through May 3rd, which is the current date Public Health Order No. C19-07b establishes as the end date for the shelter in place restrictions, though by its own terms states that the Health Officer could change the date due to the evolving situation.

UCH has virtualized all classes through the end of the 2020 spring semester.

UCH has virtualized all meetings, wherever possible.

UCH has restricted all non-essential business travel through May 3rd, per Public Health Order No. C19-07b.

At 100 McAllister, there is a visitor touch screen, which the visitor must touch to utilize. There is not an option to make the system contactless. UCH is providing disinfecting wipes for use by visitors before and after use of the screen.

At the 376 Larkin Street parking garage, the pay stations require visitors to touch them to utilize them. There is not an option to make the system contactless. UCH is providing regular disinfection of the pay stations.

Copies of this protocol were distributed to all employees and students electronically on April 6, 2020. You may contact Operations at operations@uchastings.edu with questions or comments about this protocol. Additional information is available at the COVID-19 site on My Hastings.