



# UC Hastings Law

## SAN FRANCISCO

### **Social Distancing COVID-19 Protocol** per SFPD Public Health Order No. C19-07b and as revised to comply with the revised SFPD Public Health Order No. C19-07e. Effective April 3, 2020; Revised June 15, 2020.

**ENTRY REQUIRES COMPLIANCE:** UCH requires compliance with all of the following measures for anyone accessing the campus.

**SIGNAGE & EDUCATION:** 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.

- UCH has posted signage requiring everyone entering to (1) avoid entering if sick, (2) maintain a 6-foot distance, and (3) wear a face covering.
- UCH has posted signage showing maximum capacity per building and while in line.
- UCH has disseminated this protocol to all faculty and staff.

#### **PROTECTIVE MEASURES**

- UCH has **restricted access to all campus buildings**; entry requires approval by campus administration. Unauthorized public visitors are not permitted at this time.
- 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 **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 anyone who comes to campus to wear a face covering** that covers their nose and mouth, as required by Public Health Order No. C19-12, unless specifically exempted by Public Health Order No. C19-12.

#### **MEASURES TO PREVENT UNNECESSARY CONTACT**

- UCH requires everyone who is on campus to **maintain a minimum six-foot distance** from one another except that they may momentarily come closer if functions necessitate it (e.g., guards to review visitor credentials or sign for a delivery).
- UCH has required all employees who can **carry out their work duties from home** to do so.
- UCH **separates all occupied desks and workstations by at least six-feet**.
- UCH has **placed tape marking locations to wait in line at least 6-feet apart**.

- 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 **provides 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 provides **regular disinfection of the pay stations**.
- UCH has **limited occupancy in each building**, which is posted at each building entrance.
- UCH has **closed all on-campus dining facilities** including the Dining Commons and Café at 198 McAllister.
- UCH has **prohibited use of shared food prep equipment** (e.g., microwaves & water coolers) unless disinfected between each use.
- 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 until SFDPH permits them**.
- UCH has **virtualized all classes** through the summer 2020 session.
- UCH has **virtualized all meetings**, wherever possible.
- UCH has **restricted all non-essential business travel**.

#### **SANITIZING MEASURES**

- UCH has **increased the frequency of disinfection** for all break rooms, bathrooms, common areas, and high-contact surfaces in all occupied spaces based upon frequency of use.
- UCH has **provided disinfectant wipes effective against COVID-19 at all points of entry** and in other common spaces. For additional supplies, please contact [operations@uchastings.edu](mailto:operations@uchastings.edu).
- **Hand sanitizer** of at least 60% alcohol is available **at all points of entry** and in other common spaces. For additional supplies, please contact [operations@uchastings.edu](mailto:operations@uchastings.edu).
- **Soap and water is available** in restrooms and break rooms.

**Copies of the original protocol were posted on campus buildings on April 3, 2020. Several revisions have occurred. This latest revision was disseminated to all employees and posted on all campus buildings on June 15, 2020. You may contact Operations at [operations@uchastings.edu](mailto:operations@uchastings.edu) with questions or comments about this protocol. Additional information is available at the [COVID-19 site on My Hastings](#).**