March 24, 2020

Our Campus Response to COVID-19: Inslee's order, essential staff, building access and the Clery Act

Dear Colleagues,

Highlights of this communication:

- Supervisors communicating with essential staff
- The sooner the better for non-essential staff to grab needed items from campus
- Communicating our process, per the Clery Act, for when we receive a report of suspect or confirmed COVID-19
- Reminder for diligence and vigilance

The WSU Health Leadership Team was able to meet virtually this afternoon and further discuss Governor Inslee's "Stay Home, Stay Healthy" order and potential impacts to our campus. Leadership made good progress in confirming who we consider to be our essential workforce: a limited number of staff representing facilities, security, finance, human resources and research. Supervisors in these areas will be communicating with staff accordingly. WSU Health Sciences Spokane (WSU Spokane) Security will keep the official list of essential personnel to aid in keeping our campus in compliance with the order.

Buildings on campus are currently locked, but still accessible with ID card. We are aware that a number of staff need to enter buildings in the next few days to retrieve items necessary to work from home. The sooner non-essential staff can retrieve items, the better. Please notify
your manager of your intent to enter building. Please consider your daily
routines and think about bringing plants home, cleaning used dishes,
emptying refrigerators of perishable items, etc.

Otherwise, as the COVID-19 situation continues to unfold, and with
knowledge that our community is bracing for more confirmed cases, it
follows that members of our campus community will be touched by
positive results, either theirs or loved ones. I am asking you to keep
these individuals in your thoughts so we can collectively rely on each
other's strength in these unprecedented times.

I also want to reiterate our process for when we receive reports of
positive COVID-19 test results. Communicating our process is important
given our responsibilities under the Clery Act, which, among other
things, requires colleges and universities to determine whether there
are serious threats to the health and safety of the campus.

If there is a report of suspect or confirmed case of COVID-19:

- It is our expectation that faculty and staff who receive a report of a
  positive test result communicate this information to their dean or
  respective leadership. In turn, these individuals should notify the
  vice president/chancellor's office.
- The vice president/chancellor's office works with members of the
  campus Incident Command System (ICS) team to confirm the
  information with Spokane Regional Health District (SRHD).
- SRHD remains the agency responsible for confirming a positive
  case, as applicable and appropriate, with the campus ICS.
- In the event of a positive COVID-19 case specific to a student,
  staff or faculty member, the campus ICS team will follow SRHD
  guidance specific to case investigation and notification. Only those
  individuals who were potentially exposed will receive notification
  and instructions on next steps. We will not issue campus-wide
  messaging regarding suspect or confirmed cases unless instructed
to do so as part of SRHD's case investigation.
- WSU Spokane custodial staff will continue to take precautionary
  measures to clean and disinfect many areas on campus, including
  deep cleaning of areas potentially affected by a suspect or
  confirmed case.
- The campus ICS team also remains in close contact with the WSU
  system ICS team and collaborates with them closely on matters
  involving operations and communications.

Lastly, I want to again reiterate that our campus community should
remain vigilant in protecting their health:

- Stay home - please abide by the governor's orders to stay home,
  except for needed visits to the grocery store or medical providers.
- If you have coronavirus symptoms - fever, cough and shortness of
  breath - contact your health care provider.
- Wash your hands with soap and water for at least 20 seconds and
  use alcohol-based sanitizer frequently.
Avoid touching your mouth, nose and eyes with unwashed hands  
Cover your coughs and sneezes by coughing into your elbow or a tissue  
Frequently clean and disinfect high-touch and common surfaces  
Enhance social distancing (more than 6 feet)  
Stay away from people who are sick

For the most up-to-date announcements and information regarding WSU's response to COVID-19, visit wsu.edu/covid-19.

Our diligence to good health for ourselves and our community, and our ability to take care of ourselves and each other, will get us through this.

Sincerely,

Daryll DeWald  
Vice President and Chancellor  
WSU Health Sciences Spokane