



California Health Sciences University

CHSU SIMULATION CENTER AND PROGRAM FLEXIBLE OPERATIONS PLAN AND DISINFECTING POLICY & PROCEDURE #350.19

I. PURPOSE

The purpose of this policy is to establish guidelines and standard operating procedure (SOP) for opening the CHSU Simulation Center and by which education skills training and simulations are conducted. This SOP is developed per guidelines established in 2020 in response to the COVID-19 pandemic that include Personal Protective Equipment requirements, physical distancing and cleaning/disinfecting. This policy will be revisited as pandemic guidelines are updated.

II. SCOPE

This policy affects all Simulation Center administration and staff, CHSU faculty, staff, and participants (external and internal) who work in and with the CHSU Simulation Center.

III. POLICY STATEMENT

- A. All simulation-based experiences are approved based on the Simulation Center and Program Scheduling Policy and Scenario Request Form found on the CHSU website. The Simulation Center Director will schedule a follow-up meeting with stakeholders to ensure a safe and decreased risk experience.
- B. Initial opening of the Simulation Center in July 2020, will be done in Phases based upon the CDC guidelines:

PHASE IV – Closed Campus

PHASE III – Restricted Operations

PHASE II – Limited Operations

PHASE I – Normal Operations

C. Screening:

Until Phase I (Normal Operations) is reached:

1. Simulation projects that may be successfully implemented virtually/online will be done so virtually/online in order to keep employees, students and stakeholders in the low exposure risk category.



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2. All individuals prior to entering the Simulation Center must self-screen negative to all items:
 - a. Traveled to a location within the last 14 days where COVID-19 is prevalent
 - b. Have had contact (within 6 feet) of anyone with confirmed COVID-19 in the last 14 days
 - c. Fever greater than 100 degrees – a temperature may be required
 - d. Cough and/or difficulty breathing
 3. All individuals entering the simulation center will be asked:

“Are you COVID-19 symptom free?”
 4. Anyone screening with one positive answer is denied entrance.
 - a. Students must report to Academic Affairs and their course director.
 - b. Faculty and staff must report to their supervisor.
- D. Personal Protective Equipment (PPE):** All individuals entering the simulation center must wear a surgical grade mask and gloves 100% of the time. These are provided by the Simulation Center. Face shields are allowed but not mandatory and can be provided if participants are closer than six feet due to skills requirements (e.g., physical exam).
- E. Hand Hygiene:** All individuals entering the center will follow CDC recommendations for hand washing and standard precautions (Appendix A)
- F. Physical Distancing:** All individuals will maintain a physical distance of at least six feet in all areas of the Simulation Center. Participants arriving more than 10 minutes prior to a schedule start time will not be permitted into the assigned center area. Participants must leave the facility after their session is complete.
- G. Cleaning and Disinfecting:** General cleaning of the Simulation Center is done daily by custodial staff in accordance with basic guidelines per the facilities coordinator.
1. General cleaning of equipment and mannequins is done per the Simulation Center Equipment Policy. Prior to reaching Phase I all task trainers and mannequins will be cleaned and disinfected by the Simulation Center staff before and after each session using 70% alcohol per manufacturer guidelines.
 2. Shared equipment and spaces must be disinfected based on CHSU Simulation Center Guidelines and using [EPA List-N](#) list of disinfectants.
 3. Sufficient stock of disinfecting products must be available for cleaning of equipment and surfaces in all rooms prior to scheduling a session.
 4. Sufficient time and scheduling must be accounted for to disinfect surfaces and devices between sessions. This may lengthen the simulation-experience time which should be



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accounted for when scheduling. Until Phase I is reaching, events will be scheduled 30 minutes apart to allow for participants to depart, disinfecting and new participants to arrive.

5. Disinfecting will be done by Simulation center staff on all equipment and surfaces before all experiences and in between sessions when rotating participants.
6. Surfaces to be disinfected include but are not limited to exam tables, stools, diagnostic equipment, counters, sink and door handles, and computer stations including keyboard and mouse.
7. Daily check of hand sanitizer stations is performed by Simulation Center staff and request for refill made to the facilities coordinator.
8. Linens: Bedsheets will be changed after each session if a participant (not mannequin) sits on or uses the bed. All sheets and visibly soiled linens will be sent for professional laundering as needed.
9. Beds: On days when simulations will be taking place handrails and operation panels are to be cleaned before and after each session by Simulation Center Staff. If any individual has used a stretcher, bed, or multipurpose chair it me cleaned and disinfected after each session.

IV. DEFINITIONS

Cleaning – wiping surfaces to remove dirt, grime and germs. Germs can be moved from one surface to another if the same cleaning tool is used.

Disinfecting – chemicals are used to eliminate germs. This process kills germs after cleaning.

V. PROCEDURES

PHASE IV – Closed Campus

A. Activities

All education activities will be provided remotely to participants.

B. Facility

Closed to all participants.

C. Workforce

Closed to all staff and faculty with few exceptions:

Staff and faculty may be on campus only if specific duties to conduct remote learning cannot be done at home including OSCEs and simulation-based experiences with mannequins.



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- No more than two participants in a room
 - All must wear face masks
 - All must wear gloves
 - All must maintain 6' of distancing
1. Standardized Patients may participate in OSCEs remotely.
 2. SP training is performed remotely.
 3. Staff and faculty must notify human resources and their supervisor if they will be on campus and have self-screened negative for COVID-19.
 4. No visitors are allowed in the simulation center.
 5. No tours are allowed.

PHASE III – Restricted Operations

A. Activities

Simulation experiences required for the general curriculum that cannot be equivalently performed remotely will resume on campus with appropriate distancing and disinfection measures.

Simulation education activities will only be provided to faculty, staff, and students.

1. No tours, unannounced visitors or non-clinical activities are allowed.
2. All individuals will bring limited personal items and store them only in designated areas with the simulation center.
3. Simulation-Based Experiences (mannequin and standardized patient)
 - a. No more than two participants in a room
 - b. All must wear face masks
 - c. All must wear gloves
 - d. All must maintain 6' of distancing
4. Remote Viewing Sessions – A/V Software OSCE
 - a. Live stream or recorded is available to classrooms, offices, and study spaces.
5. Augmented Reality – HoloAnatomy/HoloLens
 - a. Course activity conducted remotely
 - b. May be on campus if participant does not have specific equipment at home
 - c. Only one learner at a time with faculty member
6. Task Training – Practical Training
 - a. May be on campus – Individuals must be in separate rooms or spaces
 - b. Session will be scheduled with Simulation Center staff



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7. Required American Heart Association (AHA) courses
 - a. On campus skills activities allowed
 - b. All must wear face masks
 - c. All must maintain 6' of distancing
 - d. All must wear gloves when touching the manikins

B. Workforce

1. Faculty and staff may self-identify as having a high-risk condition and continue to be on duty, working remotely as appropriate.
2. Standardized Patients may participate in on-campus activities with one learner.

All SPs must self-screen negative to all items.

3. SP training is performed remotely.
4. The SP lounge is closed. Small snacks or beverages in sealed containers may be taken into the exam room with the SP.
5. Any eating or drinking must occur in private.

PHASE II – Limited Operations

A. Activities

Simulation experiences required for general curriculum that cannot be equivalently performed remotely will resume on campus with appropriate distancing and disinfection measures. Simulation education activities will be provided to faculty, staff, and students. Expansion to active clinical care providers in the community will be decided upon request.

1. Tours, scheduled visitors or non-clinical activities will be decided upon request.
2. On campus convening of courses within the Simulation Center
 - a. Up to 25% of capacity allowed in augmented reality and task trainer classrooms
 - b. All must wear face masks
 - c. All must maintain 6' of distancing
3. Mannequin rooms
 - a. Up to three participants
 - b. All must wear face masks
 - c. All must maintain 6' of distancing
 - d. All must wear gloves when touching the manikins
4. Standardized Patient rooms
 - a. Limit two participants
 - b. All must wear face masks
 - c. All must wear gloves
 - d. All must maintain 6' of distancing unless otherwise instructed for physical exam and/or skills.



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5. Simulation Center staff will review all requests for use to ensure the number of participants follows facility and space requirements outlined.

B. Workforce

1. Faculty and staff return to working on campus. May request to support remote operations if appropriate.
2. Staff should avoid group meetings of over 10 persons or when distancing of 6' cannot be maintained.
3. All staff must wear face masks in all shared spaces and common areas.
4. Standardized Patients may participate in on-campus activities with two participant learners.
5. Group SP training can be performed in person if less than 10 people and 6' distancing can be achieved.
6. The SP lounge is closed. Small snacks or beverages in sealed containers may be taken into the exam room with the SP.

PHASE I – Normal Operations

All faculty, staff and students back on campus and participating face-to-face in simulation-based experiences.

Standard precautions apply to all individuals.

VI. RESPONSIBILITY

Simulation Center Director, staff, all CHSU faculty, internal and external clients and students of CHSU are responsible to uphold and follow this policy.



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APPENDIX A TO CHSU SIMULATION CENTER AND PROGRAM FLEXIBLE OPERATIONS PLAN AND DISINFECTING POLICY & PROCEDURE

Stop Germs! Wash Your Hands.

When?

- After using the bathroom
- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone at home who is sick with vomiting or diarrhea
- After changing diapers or cleaning up a child who has used the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage

How?

Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.

Lather your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers, and under your nails.

Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.

Rinse hands well under clean, running water.

Dry hands using a clean towel or air dry them.

Keeping hands clean is one of the most important things we can do to stop the spread of germs and stay healthy.

LIFE IS BETTER WITH

CLEAN HANDS

www.cdc.gov/handwashing



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STANDARD PRECAUTIONS FOR THE CARE OF ALL PATIENTS

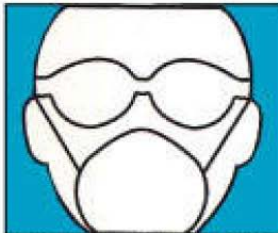
Includes Blood,
Body Fluids
Secretions, Excretions
and
Contaminated Items



1. Wash hands **BEFORE** and **AFTER** patient care, regardless of whether gloves are worn. Wash hands immediately after gloves are removed and between patient contacts.



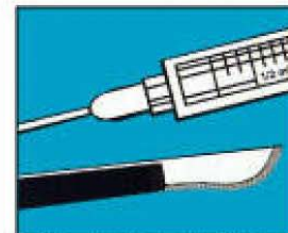
2. Wear gloves when touching blood, body fluids, secretions, excretions, and contaminated items. Put on clean gloves just before touching mucous membranes & nonintact skin.



3. Wear mask and eye protection or a face shield to protect mucous membranes of the eyes, nose and mouth during procedures and patient care activities that are likely to generate splashes or sprays of blood & body fluids.



4. Wear gown to protect skin and prevent soiling of clothing during procedures and patient care activities that are likely to generate splashes or sprays of blood & body fluids. Remove soiled gown as promptly as possible and wash hands.



5. Take care to prevent injuries when using needles, scalpels and other sharp instruments or devices; when handling sharp instruments after procedures; when cleaning used instruments; and when disposing of used needles.

Use mouthpiece, resuscitation bags, or other ventilation devices as an alternative to mouth-to-mouth resuscitation.

- Policy Owner: Simulation Center Director
- Effective Date: 6/16/2020
- Approval by Provost Date: 6/24/2020
- Approval by the President Date: 6/29/2020