

## **Addressing Students Assigned to Off-Campus Placements and/or Clinical Sit**

Dear Chairs & Program Directors:

In response to the emerging outbreak of the coronavirus (COVID-19), the College is working carefully to address off-campus placement and clinical site concerns. Currently, we are not withdrawing students from off-campus placement sites. Due to the fluidity of the situation, this information may change. Continue to check your email for updates. The following information is provided to help address student, faculty and site supervisor concerns.

### **How to respond to campus placement and/or clinical site concerns:**

Some students may express concerns about COVID-19 transmission and/or may not want to attend placements. If a student is concerned about their own health and does not want to attend their off-campus placement or clinical site, faculty should discuss the concerns with students. When students are self-removed from a placement site, we suggest that the program director inform the placement site directly and maintain regular contact with the site supervisor. If a site suspends student placement, Program Directors are encouraged to identify options.

In accordance with the New York State Education Department recommendations, attendance policies can be modified during a state of emergency. Due to the impact of COVID-19, Chairs, Program Directors, and individual faculty must provide flexibility with their attendance policy. Non-punitive alternatives may include:

- Allowing extensions
- Issuing a grade of incomplete (INC)
- Identifying alternate methods to meet course objectives
- Identifying alternate placement sites

### **How COVID-19 is Spread:**

According to the CDC, COVID-19 is thought to spread mainly from person-to-person.

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs or sneezes.

These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

### **Strategies to prevent the spread of COVID-19:**

Health care institutions are working with the Dept. of Health and other New York State agencies to contain the spread of COVID-19. Faculty, staff and students should follow current practices to reduce the spread of the virus.

Hand hygiene:

- Regular hand washing with soap and water for at least 20 seconds should be done:
  - Before eating;
  - After sneezing, coughing, or nose blowing;
  - After using the restroom;
  - Before handling food;
  - After touching or cleaning surfaces that may be contaminated;
  - After using shared equipment like computer keyboards and mice.

If soap and water are not available, use an alcohol-based hand sanitizer.

Respiratory hygiene:

- Covering coughs and sneezes with tissues or the corner of elbow
- Disposing of soiled tissues immediately after use.

The importance of symptomatic individuals staying home should be emphasized. Faculty, staff and students who have symptoms of acute respiratory illness are recommended to stay home, follow up with their healthcare provider and adhere to their provider's instructions.

### **COVID-19 Notification Process:**

Faculty who receive communication from students regarding COVID-19 should inform the Dean of Students (Charmian.Smith@ncc.edu). Confirmed diagnosis of COVID-19 must be kept confidential.

Please contact the Office of Academic Affairs should you have any questions.

Best,

Valerie Collins PhD  
Interim Vice President  
Academic Affairs

