



## Reopening Protocol for Visitor Symptom Monitoring Issued 6.23.2020

*The University adopted this protocol to be in full compliance with current state and local orders and consistent with existing federal and state guidance. The Provost's Office may issue updated protocols, which become effective upon adoption, to comply with changes in state and local orders, to be consistent with new federal and state guidance, or to adapt to changing conditions on campus. Please watch for updates to these protocols and regularly check the DU COVID-19 [website](#) for news and other important information.*

### **University of Denver COVID-19 Visitor Protocol While Under "Safer at Home and in the Great, Vast Outdoors"**

To comply with its obligations under [Executive Order D 2020 091](#) and Colorado Department of Public Health & Environment (CDPHE) [Seventh Amended Public Health Order 20-28](#), the University of Denver establishes this protocol for visitors coming to the University's campus:

- a. Before visitors arrive on campus, they must complete a symptom monitoring self-assessment survey to identify whether it is appropriate for them to visit campus. This survey will also:
  - i. inform visitors of the preventative actions the University is taking to respond to COVID-19;
  - ii. collect visit information (i.e. date, time, campus location); and
  - iii. acknowledge the unavoidable additional risk that results from visiting campus.
- b. Each visitor must have an identified host who will provide the visitor with the survey link <https://bit.ly/DU-VisitorAccess20>, as well as the contact and visit information to include in the survey response. Hosts are responsible for following the applicable protocol for obtaining approval for the visitor and coordinating the visit with their Building Manager and COVID Access Manager (available at <http://portfolio.du.edu/covid19>).
- c. Visitors may include research participants, clients, prospective students and their families, or persons visiting campus for other reasons, but do not include any individual with a Banner ID number (e.g., University employees, students, and special community members). Contractors should work with the University employee coordinating their contract regarding the applicable protocols that apply to the contractor gaining approval to come to campus.
  - i. For research participants, the research team scheduling the visit will provide the visitor the required information based on the research team's and building's approved protocols.
  - ii. For clients of clinics and therapists, the clinic/therapist scheduling the visit will provide the visitor the required information based on the clinic's and building's approved protocols.
  - iii. For prospective students, their families, and other visitors to the Office of Admissions, the Office of Admissions will provide the visitor the required information.
  - iv. For visitors to the Ritchie Center, the applicable program at the Ritchie Center will provide the visitor the required information based on the approved protocols.
  - v. For visitors in other categories (e.g. job candidate, guest speaker, prospective vendor), the host must request permission for their visitor at [provost@du.edu](mailto:provost@du.edu). After receiving approval from the Office of the Provost, the host and visitor must comply with the other requirements of this protocol.
- d. If a visitor does not complete the symptom monitoring self-assessment survey online or cannot check their temperature prior to arrival on campus, the host must not permit the visitor to enter any University building prior to completion of the survey, including checking the visitor's temperature. The host should contact their supervisor or [provost@du.edu](mailto:provost@du.edu) with questions or to request support in advance of the visitor's arrival to campus.

- e. For visitors who report symptoms of COVID-19, the University will:
  - i. Inform them to not visit campus and inform their host that the visitor is not permitted to visit campus;
  - ii. Refer them to the [CDPHE Symptom Tracker](#); and
  - iii. Inform them that they should contact their health care provider.
  
- f. For visitors who report being in close contact (within 6 feet for at least 10 minutes) with any person who has been exposed to COVID-19, is symptomatic with COVID-19, or has been diagnosed with COVID-19, the University will:
  - i. Inform them to not visit campus and inform their host that the visitor is not permitted to visit campus; and
  - ii. Inform them that they should [self-quarantine](#).
  
- g. For visitors who have traveled internationally or outside of Colorado in the past 14 days, the University will:
  - i. Inform them to not visit campus and inform their host that the visitor is not permitted to visit campus; and
  - ii. Inform them that they should [self-quarantine](#).
  
- h. If a visitor reports any symptoms of COVID-19 while on campus, the University will:
  - i. Require the visitor to leave campus immediately and inform their host that the visitor is not permitted to visit campus;
  - ii. Inform them to follow [CDC recommended steps](#) and that they should contact their health care provider;
  - iii. Perform enhanced cleaning and disinfection in the applicable facility;
  - iv. Inform the visitor that they must not return to campus until they are fever-free, without medication, for 72 hours and 10 days have passed since their first symptom; and
  - v. If multiple collocated individuals have these symptoms, the University will contact the Denver Department of Public Health & Environment.
  
- i. The University will store responses to the survey for 14 days after the date of their visit and will use the information for the following reasons:
  - i. To notify the visitor if the University determines that the visitor may have been exposed to COVID-19 while on campus;
  - ii. To follow up with the visitor's campus contacts should the visitor inform the University that the visitor has become symptomatic or diagnosed with COVID-19; and
  - iii. To implement any necessary protocols to comply with state and local orders, federal and state guidance, or to adapt to changing conditions on campus.
  
- j. The data you provide here is securely stored and is only accessible to University employees and agents authorized to handle secure information for University operations and who are obligated to maintain confidentiality. Should we learn that you may have been exposed to the virus causing COVID-19 we will use the contact information you provide to alert you and your contact information may be shared, as required, with the Denver and/or Colorado Department of Public Health and Environment by the University's deputized COVID-19 reporter.