TEMPLE UNIVERSITY

POLICIES AND PROCEDURES MANUAL

Title: Temple University SARS Policy

Policy Number: 04.64.11 **Effective Date:** May 29, 2003

Issuing Authority: Office of the President

Policy

I. Policy

Temple University will be guided by the Centers' for Disease Control and Prevention (CDC) recommendations and guidelines in its efforts to prevent the possible spread of Severe Acute Respiratory Syndrome (SARS), while taking care not to unnecessarily stigmatize individuals or interfere with their collegial pursuits.

II. Education

Consistent with its mission, Temple University will implement a coordinated educational campaign concerning SARS, a serious and contagious disease. The campaign – which is supported by various offices within the University – will emphasize the importance of prevention and precautions; proven modes of transmission; respect of confidentiality for those infected and compassion for those ill; and appropriate University and community resources for information, evaluation and treatment.

III. Health and Safety Measures

When it shall be determined that a person, by reason of his or her SARS infection or SARS-related condition, poses, according to available medical information, a direct threat to the health or safety of themselves or others associated with the University, reasonable and appropriate measures will be taken. These measures may include, but are not limited to, mandatory clinical screening, exclusion from campus activities, quarantine and other measures that may be deemed appropriate in consultation with public health authorities or infectious disease consultants.

IV. Guidelines for Travel by Students, Faculty and Staff to SARS-Affected Areas

A. Travel Moratorium

Temple University has issued a temporary moratorium on all grant-funded and University-sponsored travel for students, faculty and staff to the regions identified by the World Health Organization (WHO) and the Centers for Disease Control and Prevention

(CDC) as SARS-affected (i.e., those countries that are the subject of CDC "travel advisories" recommending that individuals not travel to such countries). This means that University funds will not be used to support trips to China, Hong Kong, or Taiwan, nor will the University endorse travel to these areas until further notice. CDC advisories may change as more information about the SARS situation becomes available. The University will reimburse faculty and staff for any out-of-pocket expenses incurred and cancellation penalties associated with previously scheduled grant-funded and University-sponsored travel to SARS-affected areas.

B. Personal Travel

Temple University strongly advises against personal travel by members of the University community to regions subject to CDC advisories.

In the event that travel is necessary, travelers need to be aware that if they develop symptoms of SARS, they would need to access medical care in the locality, and may not be able to return to the United States until they are fully recovered. Even without symptoms, they would be subject to stringent screening at their point of departure from the affected area and at their point of entry into the United States They would also be advised to monitor their health for up to ten (10) days after their arrival in the United States.

C. Education

Temple University encourages all students, faculty and staff to review the "SARS Update" link at the University's homepage: http://www.temple.edu, to receive up-to-date information about SARS, and current CDC and WHO recommendations.

V. Guidelines for Students, Faculty and Staff Arriving From SARS-Affected Areas

A. <u>Directive for Management of Students, Faculty, Staff and Visitors Arriving from SARS-Affected Areas</u>

Students, faculty, staff and visitors arriving from SARS-affected areas must follow the attached Directives, i.e., the Directive for Management of Faculty, Staff and Visitors Arriving from SARS-Affected Areas, and the Directive for Management of Students Arriving from SARS-Affected Areas.

B. Education

All students, faculty, staff and visitors arriving from SARS-affected areas should review the CDC's and the University's websites to receive current information about SARS, symptoms of possible SARS illness, and how to seek medical care.

C. Individuals Who Experience Symptoms of Possible SARS Infection

Effective Summer Session I, 2003, any student, faculty or staff member arriving from SARS-affected areas who experiences symptoms of possible SARS infection (fever and/or respiratory symptoms) must seek medical evaluation before attending classes, moving into residence halls, or returning to work. Students, faculty and staff should call in advance to any health care facility they plan to visit, including Student Health Services or Occupational Health/Employee Health, PRIOR to their arrival so that infection control precautions can be initiated at the first point of contact in order to avoid possible transmission in the health care setting.

D. <u>Self-Monitoring and/or Clinical Screening of New and Returning Individuals</u> from SARS-Affected Areas

In accordance with the Student Directive and the Faculty, Staff and Visitor Directive, it is suggested that individuals arriving at or returning to Temple University from SARS-affected areas monitor their health for ten (10) days after their arrival in the United States. The evolving developments in the SARS outbreak may require clinical screening of new and returning individuals from SARS-affected areas, and the University community will be advised accordingly.

Individuals residing in Temple University-sponsored housing are required to comply with monitoring procedures set forth in the Directive for Management of Students Arriving from SARS-Affected Areas. Any individual who fails to comply with these monitoring requirements will be excluded from the Temple University campus, including Temple University- sponsored housing.

VI. Confidentiality

Temple University shall, consistent with applicable State and Federal legal and health regulations, take precautions to maintain the confidentiality of information documenting the SARS status of University students and employees. Such information will be disclosed only to those with a medical or administrative need to know, including, but not limited to, federal, state and local health authorities and governmental agencies.

VII. Exclusion from Campus

Students, employees and visitors who experience symptoms of possible SARS infection may be excluded from the Temple University campus, including residence halls and University-sponsored housing, for the time period during which the University determines that the individual's medical condition presents a significant health or safety threat to themselves or to others.

VIII. Cooperation with Health Authorities

Student Health Services and Occupational Health/Employee Health will serve as the primary liaisons with the Philadelphia and Montgomery County departments of Public Health in the management of probable or suspected SARS cases. The TUH Department of Infection Control will serve as a resource to Temple University Hospital and the University with regard to the development and implementation of this policy and also assist with the interpretation of guidelines issued by WHO, CDC and other health authorities.

IX. Temple University SARS Task Force

The Temple University SARS Task Force, as appointed by the President, will meet on an ongoing and as-needed basis so that the University will remain responsive to evolving developments related to SARS. The Task Force will meet to consider additional policies, evaluate procedures, and resolve issues that may emerge; and to evaluate and oversee any impact on educational programs. The Task Force is comprised of representatives from the President's Office, the Provost's Office, Student Affairs (including Student Health Services, International Services, University Housing, and the Vice President's office), University Counsel, Operations & Facilities, the TUH Emergency Department, the Office of Environmental Health and Safety, Enrollment Management, Communications, Human Resources, and Computer and Information Services.

Notes

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Adopted by the President on May 29, 2003.

2. History:

none

3. Cross References

none

TEMPLE UNIVERSITY

Directive for Management of Faculty, Staff and Visitors Who Are Arriving from SARS-Affected Areas

<u>Objective</u>: To provide for the management of faculty, staff and visitors arriving from SARS-affected areas and to prevent transmission within the Temple community.

- 1) For the purpose of this Directive,
 - "SARS" is Severe Acute Respiratory Syndrome.
 - "SARS-affected area" is one for which the Centers for Disease Control and Prevention (CDC) has issued an advisory that travel to that area should be cancelled or postponed because of SARS. Current CDC travel advisories are in effect for China, Hong Kong, and Taiwan.
 - "Case definition" is an intersection of CDC epidemiologic and clinical criteria, i.e., travel from a SARS-affected area or close contact with a known or suspected SARS patient, in addition to the presence of temperature greater than (>) 100.4 AND respiratory symptoms.
- 2) Faculty, staff and visitors leaving SARS-affected areas should be vigilant for symptoms of SARS. These symptoms include fever (i.e., measure temperature twice a day) and respiratory symptoms (cough, shortness of breath, or difficulty in breathing) over the ten (10) days after arrival in the U.S. These individuals do not need to limit their activities and should not be excluded from work, meetings, or other public areas, unless fever or respiratory symptoms develop.
- Faculty, staff and visitors returning from SARS-affected areas should notify their healthcare provider immediately if fever OR respiratory symptoms develop within ten (10) days after arrival in the U.S. Individuals should preferably call ahead to their healthcare provider, so that infection control precautions* can be instituted at the point of first contact, in order to prevent transmission in the health care setting.
- 4) If fever or respiratory symptoms develop:
 - Faculty, staff and visitors should not go to work, but remain in their home while arranging health care evaluation.
 - Infection control precautions* should be initiated.
 - Local public health authorities should be contacted and advised that individual may possibly be developing SARS.
 - If appropriate infection control precautions* cannot be implemented or maintained, alternative housing arrangements will need to be made. Hospitalization may be an appropriate consideration, but should be jointly decided by referring clinician, hospital and the local public health department.

- 5) If symptoms improve or resolve within 72 hours, after consultation with local public health officials, faculty, staff or visitors may return to usual activities and discontinue infection control precautions*.
- 6) If symptoms persist beyond 72 hours, but do not progress to clinical criteria for case definition for suspected SARS (temperature >100.4 AND exhibiting respiratory symptoms), monitoring and infection control precautions* will be continued for an additional 72 hours. If there is no progression to case definition of suspected SARS at the end of 72 hours, local health authorities will be consulted regarding discontinuing infection control precautions*. Providers may be advised that the individual should be tested for SARS corona virus.
- Faculty, staff or visitors who initially meet or progress to the clinical criteria for case definition for suspected SARS (e.g., temperature >100.4 AND exhibiting respiratory symptoms, such as cough or shortness of breath) should be referred to their local emergency room** for possible hospitalization. Infection control precautions* must be continued until 10 days after resolution of fever, provided respiratory symptoms are improving or absent.
- 8) The University will continue to consult with public health officials and continue to consider the information and guidelines provided by the CDC. This Directive may be modified at any time.

Duration of Directive

9) This Directive is effective for the Summer 2003 sessions. The University will continue to consult with public health officials and continue to consider the information and guidelines provided by the CDC. This Directive may be modified at any time. A Directive for the Fall 2003 semester will be developed and announced before that semester begins.

*INFECTION CONTROL PRECAUTIONS

- 1) Frequently wash hands, or use alcohol-based hand rubs, particularly after contact with bodily fluids.
- 2) Use disposable gloves for any direct contact with body fluids of a SARS patient. Always wash hands after removing gloves.
- 3) Patients must cover their mouth and nose with a facial tissue when coughing or sneezing and wear a surgical mask during close contact with uninfected persons to prevent the spread of infectious droplets. (If patient is unable to wear a mask, household members should wear them when in close contact with patient.)

- 4) Do not share eating utensils, towels, or bedding until cleaned with soap and hot water. Environmental surfaces soiled by body fluids should be cleaned with a household disinfectant; wear gloves during this activity.
- 5) Discard waste as normal waste.
- 6) Household members and close contacts of SARS patients are to be monitored by the local health department. In the absence of fever or respiratory symptoms, their activities do not need to be limited.
- ** See <u>www.philadelphiahospitals.com/dir%20home.htm</u> for list of local hospitals/emergency rooms, addresses and telephone numbers.

WEBSITES:

GENERAL INFORMATION:

www.cdc.gov/ncidod/sars - Excellent website to access other CDC links on SARS
 www.cdc.gov/ncidod/sars/factsheet.htm - Basic information about SARS
 www.cdc.gov/ncidod/sars/faq.htm - Frequently Asked Questions About SARS
 www.who.int/csr/sars/en/ - Website to access World Health Organization links on SARS
 www.cdc.gov/ncidod/sars/casedefinition.htm - SARS case definition
 www.cdc.gov/ncidod/sars/travel.htm - latest travel advisories and alerts
 www.cdc.gov/ncidod/sars/exposurestudents.htm - Interim Domestic Guidelines for Health
 Departments in the Management of School Students Exposed to Severe Acute Respiratory
 Syndrome (SARS)

<u>www.cdc.gov/ncidod/sars/hostingarrivals.htm</u> - Interim Guidance for Institutions or Organizations Hosting Persons Arriving in the United States from Areas with Severe Acute Respiratory Syndrome (SARS)

<u>www.cdc.gov/ncidod/sars/business</u> <u>guidelines.htm</u> - Interim Guidelines for Businesses and Other Organizations with Employees Returning to the United States from Areas with SARS

INFECTION CONTROL PRECAUTIONS:

 $\frac{www.cdc.gov/ncidod/sars/factsheets.htm}{www.cdc.gov/ncidod/sars/closecontacts.htm} - Information for Close Contacts of SARS Patients <math display="block">\frac{www.cdc.gov/ncidod/sars/closecontacts.htm}{contacts} - SARS Information for Patient and their Close Contacts$

<u>www.cdc.gov/ncidod/sars/ic-closecontacts.htm</u> - Interim Guidance on Infection Control Precautions for Patients with SARS and Close Contacts in Households

SARS INFORMATION IN DIFFERENT LANGUAGES:

CDC SARS website in Korean www.cdc.gov/ncidod/sars/ko/index.htm
CDC SARS website in Vietnamese www.cdc.gov/ncidod/sars/vi/index.htm
CDC SARS website in Simplified Chinese www.cdc.gov/ncidod/sars/chinese-trad.htm
CDC SARS website in Simplified Chinese www.cdc.gov/ncidod/sars/chinese-trad.htm

Philadelphia Area Hospitals

Hospital	Address	Phone Number
Hospital of the University of Pennsylvania	3400 Spruce Street Philadelphia, PA 19104	215-662-4000
Medical College of Pennsylvania Hospital	3300 Henry Avenue Philadelphia, PA 19129	215-842-6000
Hahnemann University Hospital	Broad & Vine Streets Philadelphia, PA 1902	215-762-7000
Thomas Jefferson University Hospital	111 South 11 th Street Philadelphia, PA 19107	215-955-6000
Albert Einstein Medical Center	5501 Old York Road Philadelphia, PA 19141	215-456-7890
Chestnut Hill Hospital	8835 Germantown Avenue Philadelphia, PA 19118	215-248-8200
Methodist Hospital Division (Thomas Jefferson Hospital)	2301 South Broad Street Philadelphia, PA 19148	215-952-9000
Frankford Hospital/ Frankford Campus	Frankford Ave. & Wakeling St. Philadelphia, PA 19124	215-831-2000
Frankford Hospital/ Torresdale Campus	Knights & Red Lion Roads Philadelphia, PA 19114	215-612-4000

TEMPLE UNIVERSITY

Directive for Management of Students Attending Temple University Summer 2003 Who Are Arriving from SARS-Affected Areas

<u>**Objective:**</u> To provide for the management of students arriving from SARS-affected areas and to prevent transmission within the Temple community.

- 1) For the purpose of this Directive,
 - "SARS" is Severe Acute Respiratory Syndrome.
 - "SARS-affected area" is one for which the Centers for Disease Control and Prevention (CDC) has issued an advisory that travel to that area should be cancelled or postponed because of SARS. Current CDC travel advisories are in effect for China, Hong Kong, and Taiwan.
 - "Case definition" is an intersection of CDC epidemiologic and clinical criteria, i.e., travel from a SARS-affected area or close contact with a known or suspected SARS patient, in addition to the presence of temperature greater than (>) 100.4 AND respiratory symptoms.
- 2) Through coordination with the Office of International Services (OIS) and Student Health Services (SHS), all students arriving from SARS-affected areas will be required to comply with this Directive.
- 3) Students who are arriving in the U.S. from SARS-affected areas within the ten (10) days prior to orientation, attending classes, or moving into residential housing will be screened for SARS symptoms by a registered nurse, nurse practitioner, or physician ("Clinician"). Clinicians will be either employees of SHS, the Philadelphia or Montgomery County Public Health Departments, or an individual(s) retained by a unit of the University.
- 4) Students from SARS-affected areas who are subject to screening will be seen by a clinician at designated times PRIOR to attending classes or before moving into residential housing.
- 5) For students who speak limited English, attempts will be made to have an interpreter present, provided through OIS. Written screening questions will be given to students in their native language to ascertain what symptoms, if any, they are experiencing. Students will be given written information in their native language about SARS, including screening questions for self-monitoring.
- 6) In addition, students arriving in the United States from SARS-affected areas should self-monitor for fever, a temperature >100.4 (check temperature two

times per day) and respiratory symptoms, such as a cough or having shortness of breath, for their first ten (10) days in the United States. Activity, in the absence of symptoms, will not be limited.

- 7) If the temperature is > 100.4 OR if respiratory symptoms, such as cough or shortness of breath, develop:
 - Students being screened by SHS are to contact SHS during hours of operation. When SHS is closed, students who live in residential housing should notify their resident assistant, who will contact a local health care facility to facilitate transfer. Students who live off-campus will be advised to call a local health care facility**, such as an emergency room, when SHS is closed. Students should call ahead to SHS or a local health care facility** so that infection control precautions* can be instituted at the point of first contact, in order to prevent transmission in the health care setting.
 - Students being screened by other clinicians, are to contact that clinician or a local health care facility** such as an emergency room, for further evaluation. Students should call ahead to their clinician or local health care facility**, so that infection control precautions* can be instituted at the point of first contact, in order to prevent transmission in the health care setting.
 - Students should be advised to not attend school or work, but to remain in their room or home while arranging health care evaluation.
 - Infection control precautions should be initiated.*
 - Local public health authorities should be contacted and advised that student may possibly be developing SARS.
 - If appropriate infection control precautions* cannot be implemented or maintained, alternative housing arrangements should be made.
 Hospitalization may be an appropriate consideration, but should be jointly decided by referring clinician, hospital and the local public health department.
- 8) If symptoms improve or resolve within 72 hours, after consultation with local public health officials, students may return to usual activities and discontinue infection control precautions.*
- 9) If symptoms persist beyond 72 hours, but do not progress to clinical criteria for case definition for suspected SARS (temperature is >100.4 AND there are exhibited respiratory symptoms), monitoring and infection control precautions* will be continued for an additional 72 hours. If there is no progression to case definition of suspected SARS at the end of 72 hours, local health authorities will be consulted regarding discontinuing infection control precautions.* Providers may be advised that student should be tested for SARS coronavirus.

- 10) Students who initially meet or progress to the clinical criteria for case definition for suspected SARS (e.g., temperature is >100.4 AND exhibiting respiratory symptoms, such as cough or shortness of breath) will be referred to their local emergency room** for possible hospitalization. Infection control precautions* will be continued until ten (10) days after resolution of fever, provided respiratory symptoms are improving or absent. Testing for SARS coronavirus infection will be done, with coordination of the collection of specimens for laboratory testing with/guided by local health authorities and the CDC.
- Monitoring of individuals who were potentially exposed to students with suspected SARS will be managed in accordance with this Directive, and in coordination with the local health authorities and appropriate University departments, i.e., SHS and Occupational/Employee Health Services.

Duration of Directive

This directive is effective for the Summer 2003 sessions. The University will continue to consult with public health officials and continue to consider the information and guidelines provided by the CDC. This Directive may be modified at any time. A Directive for the Fall 2003 semester will be developed and announced before that semester begins.

*INFECTION CONTROL PRECAUTIONS

- 1) Frequently wash hands, or use alcohol-based hand rubs, particularly after contact with bodily fluids.
- 2) Use disposable gloves for any direct contact with body fluids of a SARS patient. Always wash hands after removing gloves.
- 3) Patients must cover their mouth and nose with a facial tissue when coughing or sneezing and wear a surgical mask during close contact with uninfected persons to prevent spread of infectious droplets. (If patient is unable to wear a mask, household members should wear them when in close contact with patient.)
- 4) Do not share eating utensils, towels, or bedding until cleaned with soap and hot water. Environmental surfaces soiled by body fluids should be cleaned with a household disinfectant; wear gloves during this activity.
- 5) Discard waste as normal waste.
- 6) Household members and close contacts of SARS patients are to be monitored by the local health department. In the absence of fever or respiratory symptoms, their activities do not need to be limited.

** See <u>www.philadelphiahospitals.com/dir%20home.htm</u> for list of Philadelphia hospitals/emergency rooms, addresses, and phone numbers.

WEBSITES:

GENERAL INFORMATION:

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 www.cdc.gov/ncidod/sars/faq.htm - Frequently Asked Questions about SARS
 www.who.int/csr/sars/en/ - Website to access World Health Organization links on SARS
 www.cdc.gov/ncidod/sars/casedefinition.htm - SARS case definition
 www.cdc.gov/ncidod/sars/travel.htm - latest travel advisories and alerts
 www.cdc.gov/ncidod/sars/exposurestudents.htm - Interim Domestic Guidelines for Health
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<u>www.cdc.gov/ncidod/sars/ic-closecontacts.htm</u> - Interim Guidance on Infection Control Precautions for Patients with SARS and Close Contacts in Households

SARS INFORMATION IN DIFFERENT LANGUAGES:

CDC SARS website in Korean

CDC SARS website in Vietnamese

CDC SARS website in Traditional Chinese

CDC SARS website in Traditional Chinese

CDC SARS website in Simplified Chinese

www.cdc.gov/ncidod/sars/vi/index.htm

www.cdc.gov/ncidod/sars/chinese-trad.htm

www.cdc.gov/ncidod/sars/chinese-trad.htm

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Thomas Jefferson	111 South 11 th Street	215-955-6000
University Hospital	Philadelphia, PA 19107	
Albert Einstein Medical	5501 Old York Road	215-456-7890
Center	Philadelphia, PA 19141	
Chestnut Hill Hospital	8835 Germantown Avenue	215-248-8200
	Philadelphia, PA 19118	
Methodist Hospital Division	2301 South Broad Street	215-952-9000
(Thomas Jefferson	Philadelphia, PA 19148	
Hospital)		
Frankford Hospital/	Frankford Ave. & Wakeling	215-831-2000
Frankford Campus	St.	
	Philadelphia, PA 19124	
Frankford Hospital/	Knights & Red Lion Roads	215-612-4000
Torresdale Campus	Philadelphia, PA 19114	