

Bellevue College Housing COVID-19 Prevention and Impact Mitigation Plan

Drafted May 2020, Updated January 2021

Implementation: Spring 2020 and the 2020-2021 academic year (extended depending on COVID trends)

Objective: Outline a set of practices that, when combined, provide the highest level of safety and lowest risk for the spread and impact of COVID-19 within the Bellevue College Residence Hall.

Context: All institutions in the state of Washington are required to construct and share out plans for allowing residents onto campus that, to the greatest extent possible, reduces the likelihood of transmission of COVID-19.

Strategies:

Goal	Strategy	Timing and Status
Housing Capacity Reduction		
<i>Goal: Temporarily eliminate shared bedroom spaces throughout the Residence Hall</i>	<ul style="list-style-type: none"> Allow residents in double-occupied rooms to move to empty rooms of the same room style 	March 2020 (transition between winter and spring quarters) - Complete
	<ul style="list-style-type: none"> Restrict/block bed availability of second bed in shared room layouts 	April 2020 (as of the start of spring quarter) - Complete
	<ul style="list-style-type: none"> Create a temporary room layout portfolio that only offers private bedrooms 	April 2020 (as of the start of spring quarter) - Complete
	<ul style="list-style-type: none"> Retain furniture in double spaces to allow for flexibility in future quarters 	Ongoing - In progress
	<ul style="list-style-type: none"> Contact King County Public Health for authorization to grant as-requested exceptions for shared bedroom availability 	Pending lower COVID-19 transmission rates
	<ul style="list-style-type: none"> Open all shared bedrooms for double occupancy availability without the need for exception request 	Pending lower COVID-19 transmission rates
	<ul style="list-style-type: none"> Continue to allow residents to retain private bed spaces at the private room rate by request on a space-available basis 	Pending lower COVID-19 transmission rates
Screening and Testing		
<i>Goal: Ensure accurate reporting and referrals</i>	<ul style="list-style-type: none"> Report updated testing and vaccination availability and costs in community centers, when available 	Ongoing - In progress

<i>for residents/staff experiencing symptoms</i>	<ul style="list-style-type: none"> Encourage symptomatic students to seek and follow medical advice related to testing 	Ongoing - In progress
	<ul style="list-style-type: none"> Require and enforce student employees to report whether or not they have been exposed to and/or experience any symptoms related to COVID-19 using an online reporting form in eRezLife prior to each shift 	Ongoing - In progress
	<ul style="list-style-type: none"> Require and enforce professional employees to report whether or not they have been exposed to and/or experience any symptoms related to COVID-19 using an online reporting form consistent with the rest of Bellevue College 	Ongoing - In progress
Reporting and Contact Tracing		
<i>Goal: Support public health initiatives to identify and contact those potentially exposed to positive cases identified within the Residence Hall</i>	<ul style="list-style-type: none"> Report symptomatic/exposed residents/visitors through the Bellevue College COVID-19 reporting form 	Ongoing - In progress
	<ul style="list-style-type: none"> Refer symptomatic/exposed residents to remote appointments with medical providers 	Ongoing - In progress
	<ul style="list-style-type: none"> Request symptomatic/exposed residents to self-isolate for 14 days and report interactions for the prior 14 days 	Ongoing - In progress
	<ul style="list-style-type: none"> Investigate and make active contact with individuals known to have been exposed student in positive-tested cases 	Ongoing - In progress
Quarantine Space		
<i>Goal: Retain identified spaces for use in quarantining positive resident cases</i>	<ul style="list-style-type: none"> Empty/clean/leave vacant a minimum of 14 beds in fully vacant units for quarantine use including units on the 1st floor and apartments without connecting bathroom vents 	April 2020 (as of the start of spring quarter) - Complete
	<ul style="list-style-type: none"> In case of positive-tested student, current rooms may be used for quarantine, depending on room placement and roommate presence 	Ongoing - In progress
	<ul style="list-style-type: none"> In quarantine cases, Housing staff will provide outreach to residents to deliver mail, provide access to a rolling food pantry, and coordinate assistance with laundry service 	Ongoing - In progress
	<ul style="list-style-type: none"> Notify incoming residents from outside of the US or from any restricted travel states that they must self-quarantine for 14 days upon move-in 	Ongoing - In progress
	<ul style="list-style-type: none"> Make room assignments to allow for quarantine in permanent spaces, when possible 	Ongoing - In progress
	<ul style="list-style-type: none"> Release all rooms except suite 115, 117 and apartment 502 for regular use 	Pending lower COVID-19 transmission rates

	<ul style="list-style-type: none"> Release all rooms except suite 115, 117 and apartment 402 for regular use 	Pending lower COVID-19 transmission rates
Physical Distancing		
<i>Goal: Identify, mark, and publicize physical distancing in public use areas within the Residence Hall</i>	<ul style="list-style-type: none"> Mark distancing lines by Housing Front Desk 	March 2020 (transition between winter and spring quarters) - Complete
	<ul style="list-style-type: none"> Install plexiglass barrier at Housing Front Desk 	March 2020 (transition between winter and spring quarters) - Complete
	<ul style="list-style-type: none"> Reduce staffing to one person per shift at the Housing Front Desk (except for mail or maintenance needs, in which case staffing locations behind the desk is enforced to a minimum of six feet) 	March 2020 (transition between winter and spring quarters) - Complete
	<ul style="list-style-type: none"> Reduce staffing to one person per shift at the Housing Front Desk and eliminate mail shift 	October 2020 - Complete
	<ul style="list-style-type: none"> Initiate physical distance requirements for RAs during rounds and when responding to calls/incidents 	March 2020 (transition between winter and spring quarters) - Complete
	<ul style="list-style-type: none"> Reduce staffing distance requirements unless otherwise dictated by public health/government guidance 	Pending lower COVID-19 transmission rates
	<ul style="list-style-type: none"> Scale-down distancing markers at Housing Front Desk 	Pending lower COVID-19 transmission rates
Cleaning and Disinfection		
<i>Goal: Create cleaning protocol for custodial staff and residents within the Residence Hall</i>	<ul style="list-style-type: none"> Install touchless foam hand sanitizer dispensers on each elevator lobby and keep dispensers filled and accessible for residents 	March 2020 (transition between winter and spring quarters) - Complete
	<ul style="list-style-type: none"> Provide gel hand sanitizer, disinfecting wipes, disposable face masks, and spray disinfectant to staff working the Housing Front Desk to keep work area and resident checkout resources clean and sanitary at all times 	Ongoing - In progress
	<ul style="list-style-type: none"> Clean and disinfect vacant bed spaces and suites/apartments prior to new resident check-in 	Ongoing - In progress

	<ul style="list-style-type: none"> • Provide guidance in online orientation communications related to appropriate products and cleaning expectations 	Ongoing - In progress
	<ul style="list-style-type: none"> • Pre-schedule and post notices for quarterly health and safety inspections of occupied suites and apartments and provide clear instructions for cleaning needs to residents in their suites/apartments 	Ongoing - In progress
Communication		
<i>Goal: Provide housing-specific communications in collaboration with the Bellevue College Flu Team</i>	<ul style="list-style-type: none"> • Provide regular informal communication from Housing staff via floor group chats and check-ins with RA staff to provide support and ensure understanding of communications 	Ongoing - In progress
	<ul style="list-style-type: none"> • Post notices on main entryways and at the Housing Front Desk related to updated guidelines 	Ongoing - In progress
Community Education		
<i>Goal: Ensure provision of orientation and ongoing education for residents in the Residence Hall related to healthy practices related to COVID-19 prevention</i>	<ul style="list-style-type: none"> • Discontinue in-person Housing events and instead focus on passive and digital engagement opportunities 	March 2020 (transition between winter and spring quarters) - Complete
	<ul style="list-style-type: none"> • Provide health and wellness programs with a COVID emphasis via remote and passive formats 	Ongoing - In progress
	<ul style="list-style-type: none"> • Introduce some in-person programming with physical distancing enforcement, such as grab-n-go events, where residents are not congregating in large groups 	Pending lower COVID-19 transmission rates
	<ul style="list-style-type: none"> • Return to in-person programming unless otherwise dictated by public health/government guidance 	Pending lower COVID-19 transmission rates
Policy		
<i>Goal: Create a temporary addendum to existing Community Standards that enhance prevention and spread mitigation within the Residence Hall</i>	<ul style="list-style-type: none"> • Enforce gathering restrictions 	March 2020 (transition between winter and spring quarters) - Complete
	<ul style="list-style-type: none"> • Enforce lounge closures 	March 2020 (transition between winter and spring quarters) - Complete

	<ul style="list-style-type: none"> Mandate face coverings and guest restrictions 	May 2020 - Complete
	<ul style="list-style-type: none"> Lift all temporary restrictions unless otherwise dictated by public health/government guidance 	Pending lower COVID-19 transmission rates
Staffing and Schedules		
<i>Goal: Create a schedule and work plan and schedules that appropriately serves housing residents while maximizing employee and resident safety</i>	<ul style="list-style-type: none"> Provide appropriate PPE, including cloth and disposable face coverings, gloves, hand sanitizer, plexiglass barrier at the Housing Front Desk, and disinfectants 	Ongoing - In progress
	<ul style="list-style-type: none"> Space-out shifts to allow for reduced staffing in any one location at-a-time 	Ongoing - In progress
	<ul style="list-style-type: none"> Create and post COVID-19 protocol and information at the Housing Front Desk 	March 2020 (transition between winter and spring quarters) - Complete
	<ul style="list-style-type: none"> Professional staff (including Residence Life Coordinator and Director of Housing) work from home at least 75% of the time, only working on-site in response to emergencies or for operational needs 	March 2020 (transition between winter and spring quarters) - Complete
	<ul style="list-style-type: none"> Keep updated COVID-19 protocol and information at the Housing Front Desk 	Ongoing - In progress
	<ul style="list-style-type: none"> Professional staff (including Residence Life Coordinator and Director of Housing) work from home at least 25% of the time (or more if required by Bellevue College policy) 	Pending lower COVID-19 transmission rates
	<ul style="list-style-type: none"> Lift all temporary restrictions unless otherwise dictated by public health/government guidance 	Pending lower COVID-19 transmission rates

Quarantine and Isolation Notes: No less than 4% of beds have been designated quarantine bed spaces; However, as per guidance from King County Public Health, all shared bedrooms have been converted to private bedrooms and all suites/apartments are considered “households,” meaning that in the case of a positive or suspected case, suite/apartment mates will also be required to self-isolate. Thus, most students will be able to self-quarantine/isolate in their private bedrooms and use of the quarantine spaces are for emergencies only. Additionally, as all bathrooms are single-use and are shared by no more than one other student, use schedules are not mandated, but will be encouraged for students within their suites/apartments.