



# Appalachian School of Law

## COVID-19 SCHEV Reopening Plan – June 2020

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The Administration at Appalachian School of Law (“ASL”) is grateful to the members of the community for their dedication and flexibility during the pandemic. ASL recognizes the risks associated with COVID-19 and is actively working to mitigate these risks on campus. ASL will continue to track and monitor information from public health officials and from the Governor’s Office that will ultimately shape the plans for the fall semester. ASL will implement and/or maintain health and safety measures, including health screenings, physical distancing measures, increased disinfecting routines, and face coverings in accordance with public health guidelines. All such measures are designed to support the continued operation of ASL with particular emphasis on the safety of students who remain on campus, faculty engaged in instruction, and staff whose job responsibilities require them to be physically present on campus.

ASL is committed to safely maintaining the availability of all of its educational resources to every member of the diverse ASL community. Maintaining access to on-campus classes is critical for students who depend on the availability of on-campus resources to succeed and ultimately to promote ASL’s mission of providing access to justice.

ASL’s students represent a variety of backgrounds, including:

- Over 27% first-generation college students in the 2019 entering class
- Over 28% minority students in 2019

In preparing for fall classes, the Administration understands the need to be flexible, adaptive and creative regarding the completion of the fall semester classes. ASL has amended its academic calendar to ensure that students receive a full semester of instruction, meeting all requirements for class days and other directives of the Department of Education and the American Bar Association.

### **A Repopulation of the Campus**

#### **1. Establishment of a COVID-19 coordinator/campus team**

ASL established a COVID-19 Coordination Committee consisting of Deans, Directors and the Associate General Counsel. The COVID-19 Coordination Committee has been meeting regularly to consider the possible contingencies for operations going forward. In order to do so, ASL has to ensure that every policy and practice on campus is thoroughly studied and is designed to guard the health and safety of all of those in the campus community; to that end, the Committee is making recommendations on a full range of scenarios on campus that must be considered.

2. Contact information and procedures for reaching the local health department.

ASL will distribute the below contact information for the Buchanan County Health Department, along with contact information for Buchanan General Hospital and other medical providers to all employees and students. This information will be posted on campus, distributed by electronic means and included in “Welcome Packets” and “Welcome Back Packets.” All ASL community members are encouraged to use this information to contact the Buchanan County Health Department or other medical providers for assistance with any of their care needs.

**Buchanan County Health Department**

1051 Rosebud Road  
Grundy, VA 24614  
(276) 935-4591

**Other Providers:**

***Clinics:***

Appalachian Family Care  
Inside Vansant Food City  
18765 Riverside Drive  
Vansant, VA 24656  
(276) 935-2880

Commonwealth Family Medicine  
1532 Slate Creek Road  
Grundy, VA 24614  
(276) 935-1760

Comprehensive Family Practice  
18334 Riverside Drive  
Grundy, VA 24614  
(276) 597-6326

Family Care Center  
1109 Plaza Drive  
Grundy, VA 24614  
(276) 935-2677

Harman Community Clinic  
PO Box 669  
Grundy, VA 24614  
(276) 935-2677

Keen Mountain Clinic  
PO Box 669  
Grundy, VA 24614  
(276) 498-3446

Mountain Home VA Medical Center  
1941 Lovers Gap Road Suite A  
Vansant, VA 24656  
(276) 597-7180

Thompson Family Health Center  
1721 Lovers Gap Road  
PO Box 1149  
Vansant, VA 24656  
(276) 597-7081

Town Center Urgent Care  
1107 Riverview Street  
Grundy, VA 24614  
(276) 244-1557

***Hospitals:***

Buchanan General Hospital  
1353 Slate Creek Road  
Grundy, VA 24614  
(276) 935-1000 or (276) 935-1199

Clinch Valley Medical Center  
6801 Governor George C. Peery  
Highway  
Richlands, VA 24641

[www.bgh.org](http://www.bgh.org)

(276)596-6000

[www.clinchvalleyhealth.com](http://www.clinchvalleyhealth.com)

Pikeville Medical Center  
911 S Bypass Road  
Pikeville, KY 41501  
[www.pikevillehospital.org](http://www.pikevillehospital.org)

***Pharmacies:***

Buchanan Pharmacy Associates  
1535 Slate Creek Road  
Grundy, VA 24614  
(276) 935-2323

Family Drug  
1755 Lovers Gap Road  
Vansant, VA 24656  
(276) 597-2520

Food City Pharmacy  
Inside Food City  
18765 Riverside Drive  
Vansant, VA 24656  
(276) 935-7455

Hurley Pharmacy  
10249 Hurley Road  
Hurley, VA 24620  
(276) 566-4488

Medical Park Pharmacy  
1503 Slate Creek Road  
Grundy, VA 24614  
(276) 935-6455

Walmart Pharmacy  
1179 Riverview Street  
Grundy, VA 24614  
(276) 244-3014

Plaza Economy Drug  
1123 Plaza Drive  
Grundy, VA 24614  
(276)935-9406

Walgreen's  
20822 Riverside Drive  
Grundy, VA 24614  
(276) 935-2789

Westwood Pharmacy  
24505 Riverside Drive  
Grundy, VA 24614  
(276) 935-4040

3. Students' initial return to campus (such as initial screening, move-in)

In advance of returning to campus, students will complete an initial screening survey. Upon returning, "Welcome Packets" and "Welcome Back Packets" will be distributed to students that contain vital information on COVID-19 prevention, contact information for medical providers, and other necessary updates. In accordance with current recommendations of "Items to Have on Hand" from the Centers for Disease Control and Prevention, ("CDC"), the packets will also contain two (2) cloth masks, individual containers of hand sanitizer, and individual packs of tissues. ASL will also distribute thermometers to all students and employees for purposes of self-health screenings. Students must also agree upon returning to campus that they will stay within a certain distance of campus until Thanksgiving break to limit transmission of COVID-19 from other areas.

4. Education/training of students: consider COVID-19 prevention education as part of student orientation. (hand washing, staying home if ill, etc.)

All employees and students will receive training on COVID-19 prevention techniques recommended by the Virginia Department of Health. This training may be accomplished by live and/or online sessions. The sessions will include training on the importance of social distancing, hand washing, face masks, how to monitor symptoms, and staying at home if displaying symptoms or not feeling well. Such training will be supplemented with printed educational materials included in “Welcome Packets” and “Welcome Back Packets” that will be distributed to students.

5. Physical Distancing, according to CDC guidance:

- i. Strategies to allow physical distancing in classrooms/learning environments. (e.g. occupancy, staggered schedules, classroom layouts, workspace distancing, etc.)

ASL will utilize online and other remote teaching techniques as well as increasing social distancing for in-person classes. Larger classes will be split into sections as necessary to allow for adequate spacing in classrooms.

- ii. Social distancing considerations outside the classroom (e.g. limiting visitors, changes to dining services, extracurricular activities, sorority/fraternity life, etc.)

For the fall 2020 semester, ASL will compress its schedule such that all in-person class sessions will end before Thanksgiving. Additionally, the daily class schedule may be extended to allow for longer periods between classes so that students may move between classes in compliance with social distancing requirements. Stairwells may be designated up or down and doors may be designated entrances or exits to help control the flow of students and encourage social distancing. ASL will be closed to unauthorized visitors and be inaccessible to anyone without a key card.

- iii. Restrict occupancy/stagger use of communal, shared spaces such as lounges, exercise rooms, dining halls, etc. to ensure physical distancing. Occupancy must be consistent with any active Executive Orders.

ASL will post signage outside all rooms with newly calculated maximum occupancy to optimize physical distancing in shared space and to be consistent with any active directive from the Governor or advice from VDH.

- iv. Limitations on size of gatherings and/or strict physical distancing to be in place during gatherings.

ASL will enforce limitations on the size of gatherings and/or strict physical distancing in compliance with the requirements laid out by the

Governor and VDH at the time of the event.

- v. Strategies for food/dining services should be consistent with plans to optimize physical distancing.

Not applicable. ASL does not have on-campus food or dining services. If ASL utilizes caterers for events, physical distancing requirements will be enforced and food servers must adhere to relevant guidelines, including the use of a mask at all times. “Self-serve” or “buffet style” food service will not be utilized unless guidance from the Governor and VDH allow this type of service at the time.

6. Hygiene practices and cleaning/disinfecting protocols.

- i. Cleaning and disinfection protocols to include frequently touched surfaces; transport vehicles; schedules for increased cleaning, routine cleaning, and disinfection; ensuring adequate cleaning supplies and correct use/storage.

ASL has implemented an increased cleaning protocol. Generally, high-touch areas (i.e., door handles, door pushes, etc.) across campus will be cleaned throughout the day. High-traffic spaces (i.e., Lions Lounge, mailroom, etc.) will be cleaned multiple times throughout the day. Classrooms will be cleaned daily, with desks and other high-touch areas cleaned multiple times a day. Employees and students will be encouraged to clean their work or study stations with ASL provided cleaning supplies.

- ii. Provisions for hand sanitizer/handwashing stations

ASL will disburse hand sanitizer stations, disinfecting wipes, and tissues throughout the campus in workplaces, classrooms, and common areas.

- iii. Minimize shared objects and ensure adequate supplies to minimize sharing to the extent possible (e.g. dedicated student supplies, lab equipment, computers, etc.).

Attendance will be taken by roll call to avoid passing paper attendance sheets. ASL will also discourage the use of shared objects.

7. Housing

Not applicable. ASL does not provide housing.

8. Consideration of vulnerable individuals (e.g. 65 years or older, underlying health conditions):

- i. Policy options to support those at higher risk for severe illness to mitigate their exposure risk (e.g. telework, modified job duties, virtual learning opportunities).

Employees: Employees with underlying conditions are encouraged to communicate with their supervisors in order to determine the best course of action. Employees may elect to stay home and utilize paid leave options and/or telework if available.

Students: Students with underlying conditions are encouraged to communicate with the Associate Dean's office as early as possible in order to determine the best course of action to ensure that classes are not interrupted.

- ii. Implement flexible sick leave policies and practices that enable faculty, staff and students to stay home or self-isolate when they are sick or have been exposed.

During an infectious disease outbreak, it is critical that ASL members do **not** report to campus while they are ill and/or experiencing the following symptoms: including but not limited to, fever (100.4 degrees F or 38 degrees C) or signs of a fever without the use of fever-reducing medications, accompanied by a cough, sore throat, runny or stuffy nose, body aches, headache, chills, or fatigue. Individuals who report to campus will be sent home in accordance with these health guidelines. If an individual develops symptoms or feels ill he or she should report this to the designated person at ASL who will work with him or her to develop a plan of action.

Employees Specifically: Individuals who believe they may face particular challenges reporting to work during an infectious disease outbreak should communicate with their immediate supervisor in order to develop any necessary contingency plans. ASL has paid leave options available for full-time staff members who are unable to utilize telework options. In addition, employees have been informed of their right to additional paid leave options with the Families First Coronavirus Response Act, designed to assist employees affected by the COVID-19 outbreak with job-protected leave and pay, where applicable. Our existing FMLA leave policy still applies to all other FMLA-qualifying reasons for unpaid leave outside of this policy. Employees who experience circumstances that prevent them from maintaining a normal work schedule should contact their supervisor. ASL will be flexible in addressing these situations consistent with our academic and operational needs.

Students Specifically: Students who are experiencing symptoms or who may have been exposed to COVID-19 will be required to utilize remote learning options to continue their legal education and maintain class attendance.

- iii. Develop policies for return to class/work after COVID-19 illness.

ASL community members will be required to self-quarantine according to VDH and CDC guidelines before returning to campus following a COVID-19 illness or exposure.

9. International student considerations (e.g. COVID-19 travel health risks, CDC returning travelers guidelines, travel registry, etc.)

Students will be advised of the risks of international travel prior to orientation and their return to campus. Students returning to campus from outside of the United States will be required to follow ASL's guidelines for international travel. Students returning to ASL following travel to a country for which CDC has issued a level 2 or 3 travel advisory should self-quarantine for a period of 14 days from the date of reentering the United States and should not return to ASL until after the self-quarantine period.

Upon arrival on campus all students, including international students, agree to remain within a designated distance of the ASL campus between the start of classes and the conclusion of in-person classes.

International students unable to return to the United States should contact Associate Dean's office to make arrangements.

10. Partnership and communication/information sharing with the local community, health systems and other stakeholders.

If a member of ASL tests positive for COVID-19 ASL will notify the Buchanan County Health Department and VDH. Additionally, ASL will develop isolation, containment and contact tracing procedures in conjunction with VDH.

11. Face coverings.

- i. Plans submitted by each institution should include information on how it intends to teach/reinforce use of face coverings among students, faculty and staff.

ASL will train community members on the benefits and appropriate circumstances to wear face coverings in accordance with VDH and CDC guidance and provide all community members with cloth face coverings.

For faculty, cloth face coverings will be worn at times when social distancing guidance cannot be maintained between a faculty member and another member of the ASL community or when the faculty member is engaging in loud speaking without appropriate distance.

Students will be encouraged to wear cloth face coverings at times when social distancing guidance cannot be maintained.

Face coverings will be worn in public facing areas and in office spaces when social distancing guidance cannot be maintained.

12. Student Health Services (SHS):

- i. Assurance of provision of medical-grade PPE for health services staff

Not applicable. ASL does not provide in-person health services.

- ii. Maintenance of typical (non-COVID-19) health services

Not applicable. ASL does not provide in-person health services.

- iii. Mental health services

ASL will provide virtual mental health counseling services by licensed counselors to all members of the ASL community.

- iv. SHS facility considerations such as waiting areas, signage, environmental management/cleaning, IT considerations, etc.

Not applicable. ASL does not provide in-person health services.

- v. SHS administrative/staff considerations such as PPE, employee health program protocols, education/training of staff, billing/charges, staff scheduling, etc.

Not applicable. ASL does not provide in-person health services.

- vi. SHS patient care considerations such as online appointments, strategies to limit shared objects (e.g. pens, keypads), triage protocols, screening forms, patient screening procedures (e.g. for symptoms/temperature checks before entering the clinic).

Not applicable. ASL does not provide in-person health services.

- 13. Large events, including athletic events, and others such as ceremonies or performances

ASL will limit all events to conform with the restrictions set by the Governor and VDH at the time of the event. ASL will ensure that events comply with current social distancing guidelines.

- 14. Communications strategy

Clear and consistent communication is a priority. The Dean, Director of Communications, Dean of Students, and Student Services Coordinator will communicate weekly with faculty, staff, and students about COVID-19 policies and pertinent changes.

- 15. Orientation and education/training, including anti-stigma training

All employees and students will receive training on COVID-19 prevention techniques. This training may be accomplished by live and/or online sessions. The sessions will include anti-stigma training provided by licensed professional counselors. Such training will be supplemented with printed educational

materials.

## **B Monitoring Health Conditions to Detect Infection**

1. Daily health screening questions and/or other health monitoring approaches that can be used to monitor health of the campus population.

ASL will require all community members to self-monitor and track their symptoms and temperatures twice daily at home. If a member of the ASL community answers yes to any of the screening questions or has a fever (100.4°F or higher) the community member should stay home and not report to campus.

ASL will also require all community members to complete a daily screening survey upon arrival to campus. If a community member reports COVID-19 symptoms upon arrival to campus, ASL will activate the emergency protocol for COVID-19, as laid out by VDH.

2. Campus level syndromic (disease) surveillance using electronic health record data or other disease surveillance methods as feasible.

ASL faculty, staff, and students will be required to self-monitor and report their temperatures and symptoms daily to ASL. This information will be used to track the current health status of the community and additionally to track exposure if there is an incident.

3. Establishment of a testing strategy. Testing strategies should consider testing for all students, faculty or staff with symptoms and access to testing for close contacts of cases as recommended by public health. Institutions may consult with their local health department, local health systems and other relevant partners.

ASL faculty, staff, and students who are exposed and/or showing symptoms will be required to stay off campus for a 14-day quarantine period. Additionally, these individuals will be required to be tested and share their results with ASL. If an individual tests positive, ASL will activate the relevant procedure and notify authorities.

## **C Containment to Prevent Spread of the Disease When Detected**

1. Partnership with VDH for contact tracing

If a member of ASL tests positive for COVID-19, ASL will notify the Buchanan County Health Department and VDH. Additionally, ASL will develop isolation, containment, and contact tracing procedures in conjunction with VDH.

2. Quarantining and isolating (provision of housing, basic needs, medical case management)

If a member of ASL is exposed to COVID-19, develops symptoms, tests positive, or travels to a hot-spot location then he or she will be required to self-quarantine for a 14-day period.

Though ASL's students are not housed on campus and ASL does not have dining services, ASL will help to ensure that members of the ASL community who are in self-quarantine have access to services necessary to provide for their basic needs.

3. Campus outbreak management

Outbreaks of COVID-19 within the ASL community will be managed by daily screening for exposure and symptoms, self-quarantine for those exposed or experiencing symptoms, contact tracing within the community to ensure that everyone exposed is isolated and enhanced cleaning of areas exposed to individuals who may have been exposed.

4. Partnership with local health systems to assure care for symptomatic individuals as needed. (e.g. a local health system representative could serve on the COVID-19 team)

ASL will continue to coordinate and work with local health systems to assure care as needed.

**D Shutdown Considerations If Necessitated by Severe Conditions and/or Public Health Guidance**

1. Plans regarding the criteria and process for campus dismissals or shutdowns. Decisions regarding dismissals and shutdowns should be made in consultation with local and state public health officials.

ASL will continue monitor local and regional conditions as well as guidance from VDH, the Governor, and the CDC to determine if a campus closure is necessary. Additionally, ASL will monitor the number of ASL community members who are in self-quarantine pursuant to this plan or who may have been exposed to COVID-19 by any means. If the number of community members who have been exposed reaches a level where it is impractical or inadvisable to continue on-campus activities, the ASL campus will be closed. The decision to close the campus will be made by the Dean after consulting with local and state public health officials.

2. Nature of reduced campus activity in the event of severe conditions/public health direction or guidance.

If the ASL campus is closed due to severe conditions and/or public health direction or guidance, classes will continue in an online format subject to ABA approval. Only employees necessary to ensure the safety of the campus and/or to implement online classes will be required to report to campus.

3. Considerations regarding student health and safety on campus versus returning home.

ASL does not house students on campus. Students themselves, therefore, will make the ultimate determination of whether it is advisable to remain in Grundy

or to return to their home communities.

4. Communications plan for dismissals/shutdowns.

Any decision to close the ASL campus will be promptly communicated to the entire ASL community via email, website posting, and the ASL emergency notification system.