



Appalachian School of Law

COVID-19 SCHEV Reopening Plan – August 14, 2020

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.

As explained by Governor Northam’s Higher Education Reopening Guidance, “Virginia’s colleges and universities are anchor institutions for the Commonwealth, and Virginia is widely regarded as having the best array of public and private institutions of higher education in America, as well as powerful workforce development and credentialing programs. COVID-19 has put at risk the more than \$39.074 billion in annual economic impact higher education creates for the Commonwealth, and the 167,000 jobs tied directly or indirectly to Virginia colleges and universities. More fundamentally, COVID-19 has disrupted the education of the 525,335 total students at Virginia institutions this year – 51% of them from underrepresented populations.”

ASL is committed to safeguarding the health and wellbeing of every student, faculty member, and staff member. ASL is also devoted to the goal of providing premiere legal education and securing the availability of every resource to facilitate that end — including on-campus resources. The critical task of maintaining access to these tools and services at ASL while mitigating the health risks posed by COVID-19, while difficult, is our goal because it ultimately promotes ASL’s mission of providing access to justice for the underserved and outstanding education to students of all backgrounds. ASL’s students represent a variety of backgrounds, including: (i) over 27% first-generation college students in the 2019 entering class; and, (ii) 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, the COO, the Public Health Project Manager, 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

Ultra Health
13401 Gov. GC Peery Highway
Pounding Mill, VA 24637
(276) 385-1183

Hospitals:

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

Clinch Valley Medical Center
6801 Governor George C. Peery
Highway
Richlands, VA 24641
(276) 596-6000
www.clinchvalleyhealth.com

Pikeville Medical Center
911 S Bypass Road
Pikeville, KY 41501
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)*

Before being permitted access to campus, students will be required to obtain a COVID-19 test. If a student tests positive, he or she will be required to self-quarantine and remain off campus until the recommendations for discontinuation

of isolation can be met. The student will be required to show proof of a negative test administered within 48 hours of returning to campus. 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 comply with ASL’s COVID policies for the duration of the semester.

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 will be accomplished by live and/or online sessions. The sessions will include training on the importance of social distancing, hand washing, face coverings, 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 can move between classes in compliance with social distancing requirements. Stairwells will be designated up or down and doors will 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 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 face covering at all times. “Self-serve” or “buffet style” food service will not be utilized unless guidance from the Governor and VDH allows 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 Chief Academic Officer'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 Abigail Wescott, awescott@asl.edu 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 as flexible as possible in addressing these situations consistent with our academic and operational needs.

Students Specifically: Students who are experiencing symptoms or who suspect they 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 the ASL campus until after the self-quarantine period.

International students unable to return to the United States should contact Chief Academic Officer's office to make arrangements.

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

ASL will ensure that positive COVID-19 test results are reported in accordance with VDH protocols. Consistent with the current recommendations, ASL has partnered with the Buchanan County Department of Health and other regional VDH offices to support contact tracing among students, faculty, and staff. ASL will cooperate and assist the VDH with contacting students, faculty, and staff who have been identified through the contact tracing efforts. Upon identification of close contact of an infected person (Chief Academic Officer (for students) or Director of Personnel (for faculty and staff)) will notify the close contact of the need for quarantine. In the event that a student tests positive for COVID-19, this information will be reported to: Paige Lucas, CPHD District EPI and Robin Jackson, Nursing Supervisor for Buchanan County Health Dept. The Buchanan County Health Department has indicated that, once a case is reported to them, they will begin the contact tracing process. The Student Services Coordinator will work with VDH as necessary to make sure that the basic needs of any individual who is in isolation or quarantine are being met. ASL is currently partnering with Urgent Care in Grundy, Virginia, and Ultra Care in Pounding Mill, Virginia, to provide COVID-19 testing for faculty, staff, and students prior to returning to campus: (i) *Urgent Care*, 1107 Riverview Street, Grundy, VA 24614, (276) 244-1557; (ii) *Ultra Health*, 13401 Gov. GC Peery Highway, Pounding Mill, VA 24637, (276) 385-1183. ASL has been in communication with the local hospital, Buchanan General Hospital, regarding testing and

additional services as necessary. If a more formal arrangement becomes necessary, ASL will communicate with Bradley A. McGlothlin, Laboratory Director for Buchanan General Hospital, and Matthew Loos, Chief Academic Officer for Ballad Health. ASL has established a working relationship with Ballad, through our Medical Legal Partnership Pilot Program, and is continuing to work with Ballad toward an MLP serving Ballad patients. ASL and the town of Grundy's population (912) does not necessitate a more formal partnership or information sharing arrangement with other stakeholders outside of those identified.

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.

Face coverings must be worn by all ASL community members in public areas and when social distancing guidelines cannot be maintained. "Public areas" include: entrances and exits of buildings and classrooms, hallways, stairwells, and bathrooms.

When social distancing guidelines can be maintained, ASL community members are nevertheless encouraged to wear face coverings.

12. Student Health Services (SHS):

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

ASL does not provide in-person health services, but ASL will provide each member of staff and faculty with two reusable face masks.

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

ASL does not provide in-person health services, but ASL will provide all students with a contact list of community health providers including clinics, urgent cares, pharmacies, and hospitals.

- 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 COO, Public Health Project Manager, Director of Communications, Dean of Students, and Student Services Coordinator will communicate directly with faculty, staff, and students about COVID-19 policies and pertinent changes. The COO and Public Health Project Manager will host a weekly virtual meeting with students, faculty, and staff to address all relevant COVID-19 information and any new changes. Additionally, students, faculty, and staff will be able to submit questions they have in advance of these meetings so they can be answered directly.

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

All employees and students will receive training on COVID-19 prevention techniques. This training will 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. Any individual who does not report to campus because of the development of

symptoms or a fever must contact Abigail Wescott at awescott@asl.edu to receive guidance on next steps.

ASL will also require all community members to complete a daily screening survey in advance of reporting to campus via Campus Clear. Upon completion of the daily screening all community members will be informed if they are permitted on campus or if they are not. If the screening informs the community member that the member is not cleared to come to campus that individual must immediately contact Abigail Wescott at awescott@asl.edu to receive guidance on next steps. Abigail Wescott will monitor all screening reports daily. If troubling answers are flagged, she will reach out to the individual community member and clarify the situation and engage the COVID Committee as necessary. If a community member reports COVID-19 symptoms upon arrival to campus or during his or her time on 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.*

All ASL community members will need to complete initial testing before reporting to campus. Testing must be completed within 48 hours of reporting to campus initially. ASL has partnered with Town Center Urgent Care Medical Center in Grundy, Virginia to ensure that tests will be available for all ASL members at the onset of the semester. ASL community members who test positive will not be able to report to campus until the recommended period to discontinue isolation has been met.

Throughout the rest of the semester, ASL faculty, staff, and students who are exposed and/or showing symptoms will be required to stay off campus and self-quarantine until the recommended period to discontinue isolation has been met. 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. This notification will include Paige Lucas, CPHD Director EPI and Robin Jackson, Nursing Supervisor for Buchanan County Health Department.

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 report the case to

Robin Jackson, Nursing Supervisor from Buchanan County Health Department and Paige Lucas, CPHD Director EPI from VDH. These partners, VDH and Buchanan County Health Department, have stated that once a case is reported to them that they will reach out to ASL for additional information regarding class schedules and campus contacts to begin the contact tracing process.

ASL will fully cooperate with and provide information that can be gathered to these partners. ASL will support both Buchanan County Health Department and VDH in conducting contact tracing among students, faculty, and staff by assisting in contacting students, faculty, and staff who have been identified through the contact tracing efforts. The Chief Academic Officer will notify identified students and the Director of Personnel will notify identified faculty and staff of their close contact and their need to quarantine.

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 violates any ASL COVID policies then he or she will be required to self-quarantine until the requirements for the discontinuation of isolation can be met.

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 are suspected of having 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 and urgent cares to assure care as needed. ASL will develop a list of providers in the area for ASL community members.

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 are suspected to 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.