

BU/ 2020/ Misc./ 39/ 207

Dated: 03/ 12/ 2020

GUIDELINES FOR RE-OPENING THE CONSTITUENT INSTITUTES

Preamble

The ongoing COVID-2019 pandemic has taken a heavy toll on all professions all over the world, not even sparing education starting from primary level. It's perhaps time to realize that academic activities cannot be stalled any longer and need to be restarted to enable students sail through their academics and assessment to any avoid future loss. Health Professions Education is one such discipline that can take a lead in reopening of institutes of higher education, as it is skill based that cannot be imparted in an online mode. More so, health care largely depends on these future health care workers. If only they continue and complete their education, they can be of help to the entire society in fighting such pandemics in future.

Keeping this in mind as well as regulatory guidelines, constituent institutes of Bhaikaka University are expected to reopen again for offline/ physical training following below mentioned guidelines.

Following general measures are advocated by the University and are expected to be followed not only in letter but in spirit too:

- a. Physical distancing of at least 6 feet
- b. Mandatory use of face covers/ masks always, when in public
- c. Frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty, where feasible [*recommended over alcohol-based sanitizers*]
- d. Use of alcohol-based hand sanitizers (for at least 20 seconds), wherever feasible
- e. Following of respiratory etiquettes with strict practice of covering one's mouth and nose while coughing/ sneezing with a tissue/ handkerchief/ flexed elbow and disposing of used tissues to designated bins
- f. Self-monitoring of health and reporting of all illness at the earliest to Flu OPD/ Emergency
- g. No spitting in public
- h. Voluntary installation & use of Arogya Setu App

Guidelines for constituent institutes:

- a. To plan re-opening in phase wise manner to make suggested measures more effective [*a copy of plan to be submitted to Controller – Academics*]
- b. To continue with online teaching, wherever required, for batches till they join the course physically in phased manner, as per respective regulatory requirements
- c. To engage the students in small groups to avoid overcrowding while maintaining physical distancing norms and other safety protocols, when in clinics or departments for clinical teaching/ practicals
- d. To consider providing online study material and access to e-resources to students for teaching-learning, if need be, due to health concerns

- e. Not to permit symptomatic students/ staff for academic or clinical activity and to advise them to visit designated Flu OPD/ Emergency Services [as per the time of approach] of our State Government designated COVID-19 Shree Krishna Hospital
- f. To sensitize students to consult Department of Psychiatry for counselling about their anxiety, stress or fear
- g. To ensure that symptomatic students are not allowed to stay in the hostel.
- h. To make use of isolation facilities for symptomatic students/ staff persons and quarantine facilities for those who were in contact with the positively tested persons made available at our State Government designated COVID-19 Shree Krishna Hospital with requisite arrangement of safety, health, food, water etc.
- i. To restrict visit of outside experts on campuses, study tours, field works etc. until otherwise explicitly allowed
- j. To avoid all program and extracurricular activities where physical distancing is not possible
- k. To maintain clean and hygienic conditions at all places, including washrooms, libraries, classrooms etc.
- l. To place proper signages, symbols, posters etc. prominently displayed at appropriate places to remind the students, faculty and staff for maintaining physical distancing to stay safe and healthy.
- m. To make use of extended teaching hours in a day, as per requirements of the institution
- n. To consider six-day schedule so that classes can be conducted in phases
- o. To avoid cultural activities, meeting etc., wherever possible. However, such extra-curricular and sports activities may be allowed where physical distancing is feasible and is in accordance with guidelines released from time to time

Guidelines for hostels and mess:

- a. To allow only those students who arrive with Negative RT-PCR report for COVID-19; testing being done preferably within 48 hours but not later than previous 72 hours.
- b. To sensitize hostel students by Chief Wardens for reporting to State Government designated COVID-19 Shree Krishna Hospital for clinical assessment and treatment as and when needed
- c. To avoid crowding in hostel areas where students live in proximity and share common facilities and utilities
- d. To limit the density in dining halls, common rooms, playing areas, keeping in view the requirement of physical distancing
- e. To maintain hygiene conditions in kitchens, dining halls, bathrooms and toilets etc.
- f. To arrange for serving of meals in batches, avoiding over-crowding; if needed mess timings to be increased from existing one
- g. To ensure wearing of face covers/ masks and proper sanitization of hands of the staff engaged for the preparation and distribution of meals

Guidelines for students:

- a. Each student is expected to have:
 - Preferably 3 ply masks (to be used one per day)
 - Face shields [if deemed necessary]
 - Hand sanitizers
 - Liquid soap for personal use
 - Packaged food items along with daily essentials
- b. To intimate his/ her to respective hostel warden, first time along with a copy of Negative RT-PCR report [test done preferably within last 48 hours and not more than 72 hours]; Day Scholars need to submit their report to respective Dean/ Principal [s] office.
- c. To submit a copy of the parental consent immediately on arrival to the campus
- d. To wear mask [covering nose and mouth] outside the hostel at all places within the campus
- e. To avoid online food delivery as it is NOT permitted within campus
- f. To avoid unnecessary travel outside the campus
- g. To avoid unnecessary visits to areas of hospital, beyond those for clinical training
- h. To report any of the symptoms/ signs listed below to:
 - Flu Clinic (during hospital working hours)
 - Trauma and Emergency (outside hospital working hours)

List of symptoms to report for:

- Fever
 - Weakness
 - Headache
 - Body ache
 - Cough
 - Sore throat
 - Breathing difficulties
 - Loose motions
- i. In case of these symptoms, clinician on duty shall take a call for isolation of the student. Whether the student can continue with academics/ exams undertaking precautions or needs to be refrained from further academics/ examination shall be the decision of the treating physician.
 - j. If on testing, student is positive for COVID -19, he/ she shall be immediately placed in isolation with round the clock monitoring [as per the management protocols at our State Government COVID -19 designated Shree Krishna Hospital]
 - k. Information about health status of such student shall be communicated to the parents at the contact details provided.
 - l. To co-operate with the administration in its efforts

- m. In case of any emergent situation, to immediately contact Chief Warden [s] for further course of action, as deemed necessary
- n. Day scholars to avoid visiting campus, if symptomatic; if asymptomatic to avoid going to hostels

Following links are being shared for benefit of all:

Share the following video links of Ministry of Health & Family Welfare_ [https://www.mohfw.gov.in/on the University/ College website and with students and faculty via e-mail, through social media like Facebook, WhatsApp and twitter etc.](https://www.mohfw.gov.in/on%20the%20University%20College%20website%20and%20with%20students%20and%20faculty%20via%20e-mail%2C%20through%20social%20media%20like%20Facebook%2C%20WhatsApp%20and%20twitter%20etc.)

Practical tips to take care of your Mental Health during the Stay In <https://www.youtube.com/watch?v=uHB3WJsLj8s&feature=youtu.be>

Minding our minds during the COVID-19 <https://www.mohfw.gov.in/pdf/MindingourmindsduringCoronaeditedat.pdf>

Various Health Experts on how to manage Mental health & Well Being during COVID-19 outbreak <https://www.youtube.com/watch?v=iuKhtSehp24&feature=youtu.be>

Guidelines for Teachers:

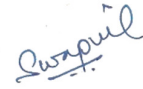
- a. To be fully aware of institutional plans and Standard Operating Procedures
- b. To keep themselves updated with the latest teaching- learning methods and availability of e-resources
- c. To make the students aware of the COVID-19 related situation, precautions and steps to be taken to stay safe and healthy at regular intervals

Expectation from parents:

- a. To ensure that their children observe safety norms at home and whenever they go out.
- b. Not to allow their children to go out, if they are not feeling well [for day scholars]
- c. To advise their children to download 'Arogya Setu App'
- d. To sensitize them of healthy food habits and measures to increase immunity.
- e. To ask their children to do exercise, yoga, meditation and breathing exercises to keep them mentally and physically fit.
- f. To encourage their children to follow COVID-19 related guidelines during their stay in the campus.
- g. To be in regular contact with their children to address their anxiety and stress related issues

Declaration from the Institution:

It must be understood that it's the student'/ staff's responsibility to strictly adhere to the COVID 2019 safety instructions and any breach is liable to increase his/ her vulnerability to contacting infection. All the students/ staff are requested and expected to abide by the prescribed norms at all the times to keep themselves and others safe. Despite the institution's best efforts, if any student/ staff acquires COVID -19 infection, he/ she will be treated in our State Government COVID -19 designated Shree Krishna Hospital as per existing protocol. In no circumstances, the institute shall be responsible or liable for any prosecution in such an unfortunate event.



Swapnil S Agarwal
Controller – Academics

Copy to [for display at relevant places]:

1. The Dean, Pramukhswami Medical College, Karamsad
2. The Principal, KM Patel Institute of Physiotherapy, Karamsad
3. The Principal, GH Patel College of Nursing, Karamsad
4. The Principal, LP Patel Institute of Medical Lab Technology, Karamsad
5. The Principal, CAM Institute of Allied Health Science and Technology, Karamsad
6. The General Manager, Personnel and Administration, BU, Karamsad
7. The Manager, Operations, Shree Krishna Hospital, Karamsad
8. Chief Warden [s], Boys and Girls Hostel, BU, Karamsad
9. The Manager, Hospitality Services, BU, Karamsad