

# COVID-19 Safety Plan

## Human Subject Research

Responsible Faculty member/Principal Investigator or if shared Lab space; indicate the Lab and Study PI. For shared lab space, individual faculty/PI may need to complete Section F.

The faculty member/principal investigator is responsible for ensuring compliance with this plan.

Location(s) to which this Safety Plan applies: Specify Building/Floor/Room Number

**Describe the steps that will be taken to minimize personnel density, allow distancing, and reduce the chances for transmission. These steps should be consistent with CDC guidelines, state guidelines, and University guidelines.**

Address the following:

1. Description of areas where people may be present, include lab area(s) and size, areas with common equipment, other space that may be used.
2. If shared space, indicate how coordination will occur with other teams using the space
3. For field research, indicate location, project area, distancing during transportation to site, etc...

Examples of Information to include: staggering work schedules, being present in lab/site only when necessary, increasing physical space between individuals, barriers or clear dividers that may be used, limiting number of people in work area, using face coverings, masks, and/or gloves, etc...

**A. Detail below or provide attachment.**

**B. Describe the process that will be used to clean common touch points and equipment that will not be cleaned by Housekeeping.**

Include a listing of all touch points/equipment, what cleaning product/solution will be used, frequency (at least daily), and who is responsible. This process must be consistent with CDC and state guidelines. Examples of common touch points and equipment to consider include:

- Benchtops, desktops, and other work surfaces;
- Equipment handles and latches;
- Equipment controls and touchpads;
- Drawer and cabinet handles;
- Faucet handles;
- Chair backs and armrests (fabric furniture that cannot be decontaminated should not be used);
- Telephones
- Doorknobs and light switches;
- Keyboards, touchpads, and mice; and
- Remote controls.

**C. Describe the process that will be used to monitor compliance with this COVID-19 Safety Plan, as well as CDC, state, and University requirements related to COVID-19 in the workplace, including personal health monitoring prior to coming to work.**

Specify compliance monitoring plans and/or facility logs - these may include checklists, sign-in sheets, etc...

**D. Specify who will be responsible for monitoring CDC, state, and University requirements related to COVID-19 in the workplace, updating this plan as required, and communicating changes to personnel.**

**E. Specify who will be responsible for ensuring each individual signing below has completed initial and any subsequent required COVID-19 training.**

**F. For shared lab spaces, if a faculty member/PI has a unique aspect of their project that required additional elements to the safety plan beyond what is provided for the Shared Lab Safety Plan, detail these elements below.**

**Personnel Sign-Off**

Personnel who will perform research activities on this study in the laboratory spaces. - this includes undergraduate students, graduate students, postdoctoral researchers, staff, and faculty, must be documented below. Staff members who are working on aspects of the study roles (e.g. statistical, advisory, or mentoring) that do not work in the laboratory do not need to sign the form.

By signing below, I acknowledge that I have read, understand, and agree to comply with this COVID-19 Safety Plan.

Copies of the Safety Plan should be maintained in the facility/lab space, with PI, and by the Department Chair and Center/Institute Director (as appropriate).

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