

Chiu Lab Plan for In-person Research

Locations covered: BAG 008, 012, 006, 014, 016, 032, 025, 073, 053, 055, 058, 204, 458, CHB 002, 004, 006, 012/12A, 027, 028

COVID-19 Supervisor and Personnel

The health and safety of our researchers is of primary importance. No one approved to return to research will be compelled to work in-person or onsite for any reason. All in-person and onsite research must be completely voluntary, and all activities that may be conducted remotely must be conducted remotely.

Principal Investigator:

Daniel Chiu

chiu@uw.edu

[REDACTED]

A member of the group that can assume the COVID-19 Supervisor role in the PI's absence:

[REDACTED]

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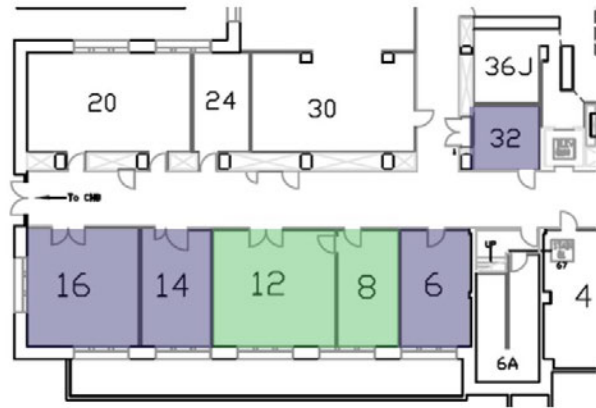
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Social and Physical Distancing

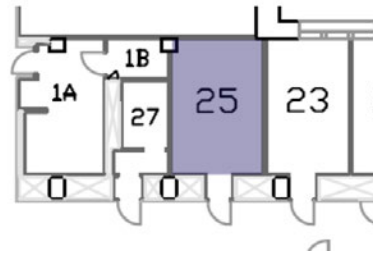
1. Attach lab floor plan. Label all the room(s)/work area(s) and for each room/work area indicate the maximum occupancy:

BAG Ground Floor

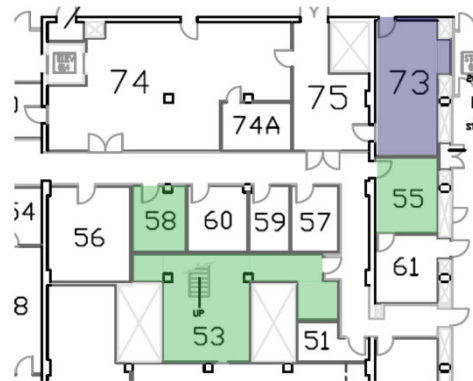
- BAG 008 (Office space) - 1 person
- BAG 012 (Office space) - 2 people
- BAG 006 (Fabrication room) - 1 person
- BAG 014 (Chemistry room) - 1 person
- BAG 016 (Chemistry room) - 1 person
- BAG 032 (Fabrication room) - 1 person



- BAG 025 (Cell culture) - 1 person

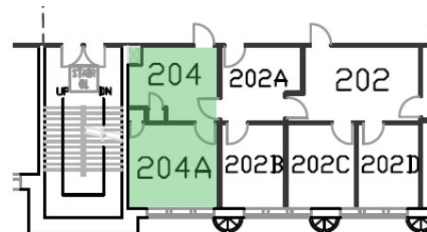


- BAG 053 (Office space) - 1 person
- BAG 055 (Office space) - 1 person
- BAG 058 (Office space) - 1 person
- BAG 073 (Fabrication room) - 1 person



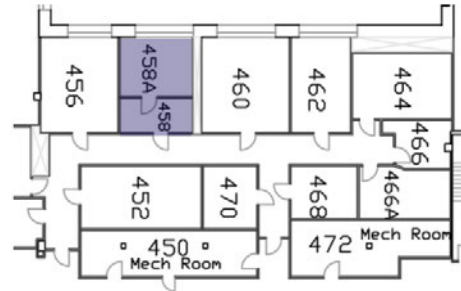
BAG 2nd Floor

- BAG 204 (Office space) - 1 person



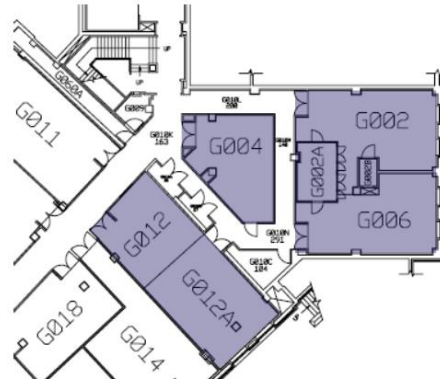
BAG 4th Floor

BAG 458 (Fabrication room) - 1 person



CHB Ground Floor

- CHB 002 (Chemistry room) - 2 people
- CHB 004 (Microscope room) - 2 people
- CHB 006 (Chemistry room) - 2 people
- CHB 012 (Fabrication room) - 2 people
- CHB 012A (Instrument room) - 2 people



- CHB 027 (Microscope room) - 3 people
- CHB 028 (Microscope room) - 3 people



2. Describe a lab usage scheduling plan that will minimize the number of people in the lab at any given time and how it will be implemented:

Each work area will only be available to a lab member once they have reserved that work area for use during a shift.

Lab members may access other work areas on a temporary basis to fetch equipment and supplies (i.e., the lab member will access the space for <10 minutes and will not perform research during that time). Lab members intending to access a work area on a temporary basis should (1) not exceed the personnel limits for that work area as described above, (2) coordinate their plans with anyone who has reserved the work area, and (3) maintain a distance of at least 6 feet from other lab members.

Reservations will be managed using a Google Calendar on Group WIKI that all lab members who perform in-person research are required to subscribe to and monitor on days they will be on campus.

3. Describe specific rules and policies that will be implemented in your group to ensure social and physical distancing measures:

Before arrival:

- Complete the COVID-19 Symptom Attestation on Workday, as described in Responding to Illness.

While on campus:

- Lab members must stay at least 6 feet apart from each other.
- Before entering a room, you must verbally announce your entry. Wait for any occupants to respond to you. If the room is already at capacity, you must wait until someone else leaves before you enter the room. Coordinate with the people inside.
- Do not wear headphones/earbuds in both ears while in the lab. You must be able to hear anyone trying to get your attention.

To minimize the interaction with spaces and people outside of the lab, all items from the stockroom will be picked up by designated lab members.

4. Describe the tasks and activities that can be safely performed in the lab:

All research tasks can be safely performed using this policy. Any activities that require < 6 ft distance between researchers are not allowed.

5. Describe the changes to the workspace(s) that have been made to ensure social and physical distancing and hygiene requirements:

Cleaning wipes, masks will be placed in each room to allow ease of disinfecting surfaces, including the office spaces.

6. Describe how policies and measures have been communicated to group members (signage posted, e-mails, group meetings, etc):

Policies and measures have been discussed:

- At a virtual group meeting.
- Via distribution of this document.
- Posting on Group WIKI.

Responding to Illness

1. Describe how the University of Washington requirements for symptom assessment and attestation will be fulfilled:

Perform a self-check of wellness: Bring awareness to your body and assess if any symptoms of COVID-19 infection are present. If you are experiencing symptoms then (i) remain at home and do not go to campus, even if the symptoms are mild, (ii) notify the PI, and (iii) contact your healthcare provider.

DO NOT come to lab if you are feeling any potential symptoms of COVID-19, including:

- A new fever (100.4 F or higher) or a sense of having a fever?
- A new cough that you cannot attribute to another health condition?
- New shortness of breath that you cannot attribute to another health condition?
- A new sore throat that you cannot attribute to another health condition?
- New muscle aches that you cannot attribute to another health condition or that may have been caused by a specific activity, such as physical exercise?
- New respiratory symptoms, such as sore throat, runny nose/nasal congestion or sneezing, that you cannot attribute to another health condition?
- New chills or repeated shaking with chills that you cannot attribute to another health condition?
- New loss of taste or smell that you cannot attribute to another health condition?

Each day that you plan to access in-person resources of the lab, you must complete the COVID-19 Symptom Attestation on Workday (<https://isc.uw.edu/>) **prior** to coming to campus.

2. Describe the plan in case someone in the group develops COVID-19 symptoms:

If you have previously come to the lab and are now feeling that you have symptoms, you must follow the instructions on the daily attestation. Currently, those instructions are outlines under “What do I do if I feel sick” on <https://www.washington.edu/coronavirus/#health>. This will 1) allow you to be tested for the virus and 2) set contact tracing in motion so that your lab mates are informed and kept protected.

If (1) your health-care provider has confirmed or suspects that you have COVID-19 and (2) have been in the lab, you must notify EH&S Employee Health Center (emphlth@uw.edu or 206-685-1026) immediately so that they can begin deep disinfection of any areas you worked in and notify anyone who may have come in contact with you or with those areas. You may choose to also inform the PI or Paull Miller (paulmil@uw.edu, 206-543-1612).

Cleaning and Disinfecting Your Workplace

1. Describe cleaning and disinfection protocols for high-touch surfaces, shared equipment, and common areas in the lab, including who is responsible:

To reduce any risk of exposure, every individual who uses a work area is required to disinfect surfaces both before and after each shift.

- Wash hands thoroughly for at least 20 seconds using soap.
- Disinfect all surfaces you intend to use or might use, including tools/equipment, cabinet and drawer handles, and doorknobs. Surfaces should be disinfected with 70% ethanol or 70% isopropyl alcohol. Alternatively, surfaces may be disinfected with 10% bleach that was freshly prepared.

When lab members access other work areas on a temporary basis, e.g., to fetch equipment or supplies, that lab member is responsible for:

- Wash hands thoroughly for at least 20 seconds using soap immediately prior to accessing the work area.
- Wash hands thoroughly for at least 20 seconds using soap immediately after accessing the work area.

Cloth-covered chairs cannot be easily disinfected and must not be shared. Foam, solid plastic, and metal chairs can be wiped down and so will be placed at common stations first and then distributed to bays around the lab. These should be cleaned before and after use at common stations and at the beginning and end of shifts.

Encouraging Good Hygiene

1. Describe measures in your group that will promote and enable uniformly good hygiene practices:

Practice good general hygiene, including frequent handwashing, washing cloth masks in hot water after each use, and wear freshly laundered clothing.

Immediately upon (1) entering the BAG and CHB, (2) entering the BAG and CHB basement suite, and (3) entering any room with a sink, wash your hands. Wash your hands thoroughly after touching door handles, light switches, or other high-touch surfaces (phones, white boards, etc.).

Please keep the areas around the sinks clear so that they are easily accessible for hand washing!

2. Describe the lab policy for wearing a mask and other protective equipment:

The CDC recommends, at a minimum, a cloth face covering or a personal mask if there is a potential to (even temporarily) come within 6 feet of another person. A cloth mask is required in all shared spaces in the BAG and CHB (hallways, bathrooms, etc.) and in all work areas when more than one lab member is in the room.

Before putting a mask on, taking it off, or adjusting it, take the gloves off and wash your hands with soap and water.

Normal PPE rules still apply. Do not touch door handles with a gloved hand. You risk contaminating the door handle with chemicals/biohazards and your glove will be contaminated with germs from the door handle.

General

1. Provide a plan for training group members in COVID-19-related policies and procedures described in this document, including how the training will be documented:

All lab members included in the “Names of people conducting in-person research” list will be required to attend a lab-specific training on our plan for in-person research. All lab members will receive an electronic copy of this plan and the department plan prior to the meeting.

Lab members will be requested to attest that they attended the training, that they have read, understood, and intend to comply with both your lab policy and the departmental policy. This attestation will be documented and recorded with our other lab safety documents and a copy will be forwarded to the department.

2. Describe the plan for visitors. The plan should address symptom monitoring, attestation, and visitor log maintenance for all the visitors. (Visitors are defined as those who do not normally use these spaces, including both UW and non-UW personnel):

At this time, no visitors are allowed in any of the work areas. We will post signs to the lab entrances regarding this policy. In the event of unexpected visitors (e.g. emergency access), we will main a visitor log of such visits.

3. Describe how group members will be informed of COVID-19-related policies for shared facilities and common spaces in the department:

All group members will be provided with a digital copy of any guidelines developed by the department. The group members must acknowledge the receipt of the guidelines by e-mail.

4. Describe any other COVID-19 related policies implemented in your group:

n/a

I have read, understood, and intend to comply with both lab policy and the departmental policy for returning to work in the lab during this period.

Name and Signature