

## March 14, 2020

Purpose: To provide a guidance to students, faculty and staff returning to campus in light of the dynamics of the COVID-19 outbreak in Minnesota.

General: The Centers for Disease Control and Prevention (CDC) has updated their Coronavirus Disease 2019 (COVID-19) Travel Information and now most countries in Europe are now been designated at Level 3 (Warning, Avoid Nonessential Travel) along with China, Iran, and South Korea.

The rest of the world, including the United States, has now been designated at Level 2 (Practice Enhanced Precautions) as a Global Outbreak Notice.

Travel – Level 3 Countries including China, South Korea, Iran and most of Europe: Students, faculty and staff who have travelled to Level 3 destinations during the past 14 days should:

- Self-report your recent travel
- Stay home for 14 days from the time you return from travel, monitor your health and practice social distancing. Avoid contact with others.
- Take your temperature with a thermometer two times a day and monitor for fever. Also watch for cough or trouble breathing. If you get sick with fever (100.4°F/38°C or higher), cough, or have trouble breathing, seek medical advice.
- Keep your distance from others (about 6 feet or 2 meters).
- Call ahead before you go to a doctor's office or emergency room.
- Tell your doctor about your recent travel and your symptoms.
- Cover your mouth and nose with a tissue when coughing or sneezing.
- Wash your hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol. Soap and water should be used if hands are visibly dirty.

Students who have traveled to a Level 3, please notify [rebecca.weber@mnwest.edu](mailto:rebecca.weber@mnwest.edu) or via phone at (507) 223-1332. Students are also requested to send an email to their faculty members.

Faculty and staff who have traveled to a Level 3 destination, please notify Karen Miller via email at [karen.miller@mnwest.edu](mailto:karen.miller@mnwest.edu) or via phone at (507) 223-1335.

Travel – Level 2 Countries including the United States: Students, faculty and staff who have travelled to Level 2 destinations or domestically in the U.S. during the past 14 days should:

- Monitor your health and practice social distancing. Social distancing means staying out of crowded places, avoiding group gatherings, and maintaining distance (approximately 6 feet or 2 meters) from others when possible.

- If you get sick with fever (100.4°F/38°C or higher), cough, or have trouble breathing:
  - Seek medical advice.
  - Call ahead before going to a doctor's office or emergency room.
  - Tell your doctor about your recent travel and your symptoms.
  - Avoid contact with others.
  - Do not travel while sick.
  - Cover your mouth and nose with a tissue when coughing or sneezing.
  - Wash your hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol. Soap and water should be used if hands are visibly dirty.
- If you have questions regarding exposure as a result of travel, Minnesota Department of Health asks you to call 651-201-5414 or 877-676-5414 for guidance.

#### Other Circumstances:

If a member of Minnesota West is diagnosed with COVID-19: If Minnesota West has a diagnosed case, the Minnesota Department of Health will notify us immediately, work with us to identify contacts, determine what kind of campus notification is needed, and help navigate any other response measures.

Situational Awareness: Be aware that COVID-19 has varying impact on each member of our college community. Exercise the following:

- Practice social distancing. Social distancing means staying out of crowded places, avoiding group gatherings, and maintaining distance (approximately 6 feet or 2 meters) from others when possible.
- Call ahead before appointments.
- Cover your mouth and nose with a tissue when coughing or sneezing.
- Wash your hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol. Soap and water should be used if hands are visibly dirty.

Mental Health, Stress and Anxiety: This is a stressful time for all of us. Students, faculty, and staff may connect to mental health and other support services at this links and email addresses.

- Student Assistance:  
[Rachel.coxraverty@swwc.org](mailto:Rachel.coxraverty@swwc.org) and [Rebecca.weber@mnwest.edu](mailto:Rebecca.weber@mnwest.edu)
- MMB Employee Assistance Program and [karen.miller@mnwest.edu](mailto:karen.miller@mnwest.edu)
- CDC-Managing Stress and Anxiety Resources