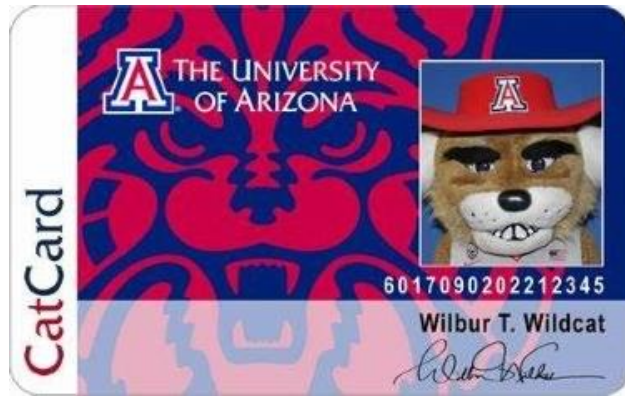




# June Newsletter

## Cat Card

We are beginning the transition to Cat Card and will begin using Cat Cards for access purposes on the PBC Campus for NEW faculty, staff, and students. Enrolled students and staff may now use an online portal in which they can complete the Cat Card process. This change is currently only for new UArizona employees and students. All others can continue to use their current card. New NAU and ASU staff employees will continue to follow the process as before. When the new student or employee logs in to the online Cat Card portal, they are agreeing to the terms and conditions of the Cat Card. These are the same terms on the paper form, so no additional forms need to be completed. They will be asked to provide a color photo of themselves and a copy of their government-issued photo ID. A work order through Maintenance Connection will still be required in order for us to link the card to our access system. Further instructions and the link to the online Cat Card portal will be sent to the requestor. In approximately 10 business days their Cat Cards will be either sent to their home or campus with access preloaded on it. We are excited for this new change and believe it couldn't have come at a better time. This new Cat Card process will allow us to issue badges with limited contact, grant access sooner and save time! We appreciate everyone's patience with this new process. Please email all questions to **PBC-Access@email.arizona.edu**. For more information please visit <https://catcard.arizona.edu/yourcatcard>



## FAQs

- How much does it cost to obtain a Cat Card? Faculty and staff will receive their first Cat Card free of charge. Students will be charged \$25 for their initial Cat Card and any replacements.
- What if a UA member chooses not to obtain a Cat Card due to costs? We will not require anyone to obtain a Cat Card if they choose not to. We can issue them a PBC badge and the department will be responsible for covering the cost as done in the past.
- I currently have a PBC badge, can I have my campus access transferred to my Cat Card? Due to the work load of badging incoming students, we will be holding off on transferring access. At the moment we are only using Cat Cards for incoming UA faculty, staff and students.
- Do Cat Cards need to be returned to the department after termination or graduation? No, UA members can keep their Cat Cards and it is the departments responsibility as before to notify Planning & Operations so cards may be deactivated.
- Do students have to be enrolled in classes to obtain a Cat Card? Yes, students must be enrolled in classes prior to completing the Cat Card process.
- How does this effect NAU and ASU? We will continue to issue PBC badges to faculty, staff and students with NAU and ASU.

## CDC Return to Work Criteria for HCP with Suspected or Confirmed COVID-19

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/return-to-work.html>

**Symptomatic individual with suspected or confirmed COVID-19** (Either strategy is acceptable depending on local circumstances):

- *Symptom-based strategy*. Exclude from work until:
  - At least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications **and** improvement in respiratory symptoms (e.g., cough, shortness of breath); **and**,

- At least 10 days have passed *since symptoms first appeared*
- *Test-based strategy*. Exclude from work until:
  - Resolution of fever without the use of fever-reducing medications **and**
  - Improvement in respiratory symptoms (e.g., cough, shortness of breath), **and**
  - Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected  $\geq 24$  hours apart (total of two negative specimens) [1]. See [Interim Guidelines for Collecting, Handling, and Testing Clinical Specimens for 2019 Novel Coronavirus \(2019-nCoV\)](#). Of note, there have been reports of prolonged detection of RNA without direct correlation to viral culture.

**HCP with laboratory-confirmed COVID-19 who have not had any symptoms** (Either strategy is acceptable depending on local circumstances):

- *Time-based strategy*. Exclude from work until:
  - 10 days have passed since the date of their first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since their positive test. If they develop symptoms, then the *symptom-based* or *test-based strategy* should be used. Note, because symptoms cannot be used to gauge where these individuals are in the course of their illness, it is possible that the duration of viral shedding could be longer or shorter than 10 days after their first positive test.
- *Test-based strategy*. Exclude from work until:
  - Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected  $\geq 24$  hours apart (total of two negative specimens). Note, because of the absence of symptoms, it is not possible to gauge where these individual are in the course of their illness. There have been reports of prolonged detection of RNA without direct correlation to viral culture.

Note that detecting viral RNA via PCR does not necessarily mean that infectious virus is present.

Consider consulting with local infectious disease experts when making return to work decisions for individuals who might remain infectious longer than 10 days (e.g., severely immunocompromised).

If HCP had COVID-19 ruled out and have an alternate diagnosis (e.g., tested positive for influenza), criteria for return to work should be based on that diagnosis.

### **Return to Work Practices and Work Restrictions**

After returning to work, HCP should:

- Wear a facemask for source control at all times while in the healthcare facility until all symptoms are completely resolved or at baseline. A facemask instead of a cloth face covering should be used by these HCP for source control during this time period while in the facility. After

this time period, these HCP should revert to their facility policy regarding [universal source control](#) during the pandemic.

- A facemask for source control does not replace the need to wear an N95 or higher-level respirator (or other recommended PPE) when indicated, including when caring for patients with suspected or confirmed COVID-19.
- Of note, N95 or other respirators with an exhaust valve might not provide source control.
- Self-monitor for symptoms, and seek re-evaluation from occupational health if respiratory symptoms recur or worsen



**Thank you for getting tested following your exposure to someone who is positive for COVID-19. Testing, isolation (or quarantine) and self-monitoring are important tools in preventing the spread and keeping our University community safe. Remember the test only looks at that specific moment, and you may turn positive later without getting symptoms.**

**There are two options/paths to reduce risk to others after your exposure:**

- 1** Stay home and isolate for 2 weeks following your exposure. This is the best choice because some people can spread the virus before they feel sick or might not feel sick and still spread the virus.
- 2** Stay home until you receive your test results, if the results are negative (normal) and your supervisor agrees, you may return to work wearing a mask and maintaining precautions throughout the remainder of the 2 weeks after exposure. For use if you cannot work from home.

## NOTES:

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1 -

- *There can be a false negative with the current test. Also you may not turn "positive" or get sick until later, so take precautions during those two weeks.*
  - *The majority of people will develop symptoms within 2 weeks if they are going to get the infection.*
  - *Please monitor your temperature and symptoms twice a day for 2 weeks after the exposure.*
- *Some "essential" personnel may return to work while waiting on their results, but should follow these same precautions and discuss with their supervisor.*

The link below offers guidelines on how to manage after your exposure.

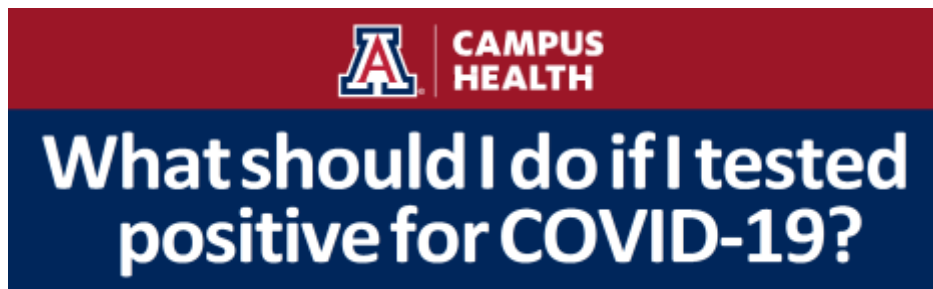
[health.arizona.edu/covid-19-resources](https://health.arizona.edu/covid-19-resources)



**MEDICAL:(520)621-9202 AFTER HOURS:(520)570-7898**

**CAPS 24/7:(520)621-3334**

Created 5/21/2020



If you have received a positive COVID-19 test result, follow the advice of your health care provider and consider these recommendations:

1

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Review the CDC's ["What to Do if You are Sick"](#) guidelines.

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2

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Inform your household and close contacts. Reach out to these individuals going back three days prior to when you began to feel sick. Letting them know you have tested positive for COVID-19 will allow them to

*more closely monitor their health and to further limit their contact with others to prevent potential spread.*

*If this seems difficult, consider saying something like “I’m not feeling well, and my healthcare provider is worried about COVID-19 so they recommended that my close contacts quarantine themselves and consider getting tested if they get symptoms.”*

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## 3

*If you are a University of Arizona employee, please let your supervisor know. **This only applies if you had contact with other co-workers going back 3 days before you became unwell.** Many employees are working from home now, so this may not be necessary, but if it is, your supervisor can put together general notice of COVID-19 exposure to your co-workers that will NOT identify you by name. If you are a University of Arizona employee, and if needed, discuss how to report sick time with your supervisor.*

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## 4

*If you are a University of Arizona student, stay home and limit your contact with others. If you need to miss a class, you are responsible for emailing your course instructor(s), with a copy shared to the Dean of Students at [DOS-deanofstudents@email.arizona.edu](mailto:DOS-deanofstudents@email.arizona.edu), as soon as possible.*

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## 5

*Please Do NOT return to work or end isolation until:*

*At least 3 days (72 hours) have passed since recovery which is defined as resolution of fever without the use of fever-reducing medications, improvement in respiratory symptoms (e.g., cough, shortness of breath), AND At least 7 days have passed since symptoms first appeared.*

*Support your mental health. Visit [health.arizona.edu](https://health.arizona.edu) for resources to help cope with stress and anxiety.*

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*If your symptoms are worsening or changing please contact your medical provider or seek emergency medical care.*

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*You may be contacted by the Health Department or public health officer to help gather information about your contacts and health.*

*Please note that with COVID-19 now in our community, current physical distancing practices are designed to protect people as if exposure to the disease is always a risk. Limiting contacts by working from home, suspending in-person classes, etc., are actions we are all taking to reduce these risks.*

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For up-to-date information on COVID-19:

**HEALTH.ARIZONA.EDU**

**MEDICAL: (520) 621-9202 AFTER HOURS: (520) 570-7898 CAPS 24/7: (520)621-3334**

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Created 4/6/2020



## Mail

In an effort to ensure the campus receives their mail in a timely manner we would like to remind everyone to include the **name of the recipient, department name and building address** on their mail. To remain compliant with the official United States Postal Services policy we must return mail after 5 days if we are unable to deliver the mail because the above is not stated on the parcel.

US Mail:

Incoming mail:

- All mail distributed to: (Cubbies and are sorted by Department Name)
  - o BSPB (1st floor behind security desk)
  - o HSEB mail room (C102)

Outgoing mail:

- Drop off all mail and outgoing packages to
  - o BSPB security front desk
  - o HSEB security front desk

When receiving mail please use format below.

1. Address your mail (Recipient)
  - **Name**
  - **Department name**
  - **Building address**

Please contact Theresa Jones at [tjones4@email.arizona.edu](mailto:tjones4@email.arizona.edu) for any questions on US mail.





## Service Spaces on Campus

While many are still working from home, business on campus is still taking place daily. For this reason, we are enforcing Service Spaces, Reserved Spaces and Disabled Spaces located in Lot 10003. Vendors can now obtain a temporary dash pass from the Security desk located at HSEB.

The 2 hour limit for service spaces is intended for contractors and vendors to load and unload. If they need more time for parking, they should use open (non-reserved) spaces in lot 10002/10003 as these are currently free for use. This time period will be strictly enforced in order to ensure those spaces remain available to be utilized by the variety of vendors/contractors conducting business on campus each day.

Further inquiries can be made to Parking and Transportation Services at [PTS-Phoenix@email.arizona.edu](mailto:PTS-Phoenix@email.arizona.edu)

## Zipcar

Attention PBC Community:

Our Zipcar located in Lot 10002 (surrounding building 4), is currently out of service and will not be operational until Fall 2020.

Please visit <https://www.zipcar.com/press/newsroom/covid19> to review FAQ that address what measures Zipcar is currently taking to keep our community safe. When the program resumes in the fall, this vehicle will be a great alternative for transit users, cyclists, and others who do not have a car at work. It can also provide a means of transportation for students who do not bring a vehicle to school or who live nearby.

## Fire Response

While most of the campus is currently working remotely we ask that departments take this opportunity to start thinking of who they would like to fill the floor leader role in case of a fire. The floor leader is responsible for inspecting all rooms on their floor to ensure everyone has evacuated safely. When the floor is empty they are to close all doors to prevent further spread of fire and evacuate the building. Floor leaders will also assist with roll call in the assembly areas. Please review and follow the safety procedures below along with the evacuation areas and blue phones on campus.

In case of a fire please review and follow these safety procedures.

### **R.A.C.E.**

**RESCUE** anyone in the room/area, while calling out "Fire". Close the door to the involved room and any connecting room doors.

**ALARM:** Pull the fire alarm and dial 911. Let the operator know the exact location and nature of the fire.

**CONTAIN** the fire/smoke by closing doors in the fire zone. Keep staff and visitors from entering the area.

**EXTINGUISH:** If the fire is small (no larger than a waste basket) and can be extinguished safely using a fire extinguisher, see P.A.S.S. below. If not, close doors and **EVACUATE** to a safe area.

Follow lighted exit signs or evacuation maps for path of egress if evacuation is necessary.

**P.A.S.S.** How to use a fire extinguisher: **PULL** the pin.

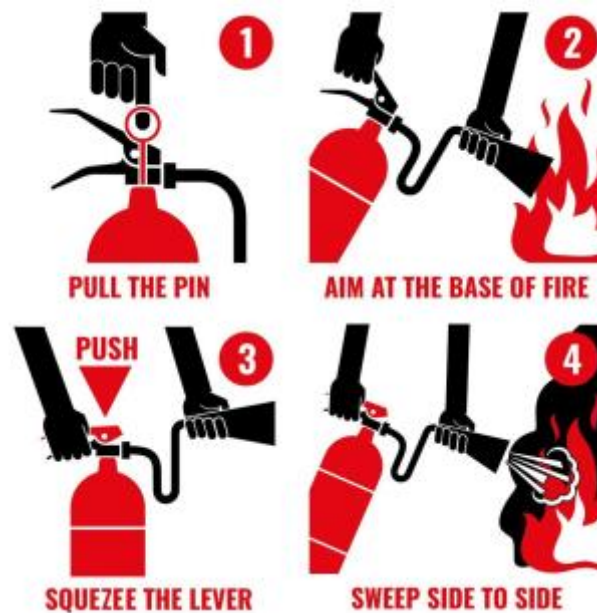
**AIM** the hose at the base of the fire.

**SQUEEZE** the handle.

**SWEEP** side-to-side aiming at the base of the fire.

IN CASE OF A FIRE

Do not re-enter a building unless the “ALL CLEAR” notice is given.





2 - Yellow Stars are evacuation/assembly areas and the Blue Stars are blue phones located on campus.

## Campus Safety

Campus Safety & Awareness: If you see something, please say something. PBC Security can be reached at **602-827-2368** and is available 24/7.

**Be aware of both your surroundings and potential dangers and take proactive steps to ensure a safe and secure future. In our hurried lives, we often forget about potential dangers.**

### Safety Tips:

- Walk briskly, with your head up and aware of your surroundings.
- Do not text and walk.
- Always check over your shoulder and be aware of who is walking behind you when entering a building.
- Scan the room whether in a meeting or classroom and be aware of exits in case of an emergency.
- Have keys in hand and look into vehicle before entering.
- Lock the doors as soon as you are in your vehicle.
- When alone at night ask for a security escort to your vehicle: **24/7 PBC Security (602) 827-2368**
- For emergencies, criminal activity, and general police reporting, the primary contact is Phoenix PD. **Phoenix Police Department Emergency 9-1-1 Non-emergency (602) 262-6151.** Please notify Security immediately after calling 9-1-1