

Safety Bulletin

April 2, 2020

UCSF SAFETY BULLETIN, Update #6

UCSF Social Distancing Protocol

UCSF has taken extensive precautions to limit the spread of COVID-19, both at our medical facilities and on campus. To ensure compliance with the latest local public health orders, we are providing you with this summary of actions we have taken.

Please check the [COVID-19 website](#) for more detail and feel free to email Emergency Management emer.mgt@ucsf.edu with any comments or questions.

UCSF Social Distancing Protocol — Effective April 2, 2020

UCSF is taking the following measures to ensure the health of faculty, staff, students, patients and their families:

- UCSF requires all faculty, staff, students, patients and their families to remain six feet apart, whenever possible, and abstain from physical contact, including shaking hands.
- UCSF requires all faculty, staff, students, patients and their families to observe good hygiene and cough or sneeze into their elbows.
- All UCSF employees who can carry out their work duties from home have been encouraged to speak to their supervisor about working remotely.
- Employees are not to come to work if they are sick.
- Anyone with cough or fever should not enter UCSF facilities.
- At certain facilities, including UCSF medical centers, symptom checks and screening are being conducted before employees may enter the work space.
- Where possible, desks or individual work stations should be separated by at least six feet.
- Increased the frequency of disinfecting break rooms, bathrooms, common areas and high-contact surfaces.
- Hand sanitizer effective against COVID-19 is available to employees at certain locations presenting a greater likelihood of contact with the public.
- Soap and water are available to all employees and the public at all restrooms and select other hand washing stations.
- UCSF Health has established a Universal Surgical Mask Policy that applies within their facilities.

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***Mike Denson
Chief of Police***

- All non-essential events and gatherings have been cancelled or postponed. Those who believe that an in-person event is essential must complete a form to request an exception. Any exception will need to be pre-approved in writing by the Chancellor.
- UCSF is complying with the public health order by prohibiting non-essential visitors from entering UCSF healthcare facilities.
- UCSF has closed areas that are used for gatherings such as libraries, gyms, and events centers, among other facilities.
- UCSF requires that all classes and meetings take place remotely, where possible.
- UCSF has stopped offering self-service food stations such as salad bars and buffets.
- Lids for cups and food items are to be provided by staff and not available for customers to grab.
- At high-traffic food facilities, floor markings have been applied to indicate six feet of separation for those in line, and customers are encouraged to use the markings to maintain distance.
- UCSF encourages the use of contactless payment systems, where possible.

Copies of this protocol have been distributed to all employees. You may contact Emergency Management emer.mgt@ucsf.edu with any questions or comments about this protocol.

Help fight crime by reporting suspicious persons and/or suspicious activity to UCSF PD immediately—race, gender, and religious affiliation are NOT considered suspicious. For emergency or in-progress events, dial 9-911 when using on-campus land lines and 415.476-6911 when using cell phones. For non-emergency calls, please dial 415.476-1414. **20-04-01 CP**



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This alert is a public service to the University community and in compliance with the Jeanne Clery Act of 1998