

# ALABAMA INSTITUTE FOR DEAF AND BLIND

## PANDEMIC PROCEDURES

### Introduction

A pandemic is a global outbreak of disease that occurs when a new virus appears that can spread easily from person to person. Because people have not been exposed to this new virus before, they have little or no immunity to the virus.

AIDB is prepared to help protect students and employees from exposure and illness. Operating within the scope of Alabama Institute for Deaf and Blind's (AIDB) Emergency Operations Plan, the Pandemic Procedures outline steps AIDB will take in slowing the spread of disease and helping to ensure students and employees have a safe and healthy environment in which to learn and work.

### Coordination

- Follow Alabama Department of Public Health's and local health departments' guidelines related to pandemic episode.
- Alabama State Department of Education o Talladega County Emergency Management Agency

### Cleaning/Environmental Services

#### Prevention:

- Clean and disinfect surfaces and objects that are touched often.  
At least twice daily, sanitize surfaces and objects that are touched often, such as desks, countertops, doorknobs, computer keyboards, hands-on learning items, faucet handles, phones, and toys as directed by supervisors.

- All state vehicles should be cleaned and disinfected upon return to the Transportation Department by the driver.

### Communication Plan

- Surveillance
  - All AIDB programs will closely monitor attendance of students, and staff and report findings to Director of Nursing/Pandemic Coordinator.
  - Director of Nursing will determine if data indicates an increase of infectious virus activity. If trends are noted, the findings will be reported to the Executive Director of Health and Clinical Services, Vice President, President and health department(s).
  - Director of Nursing/Pandemic Coordinator will coordinate to provide the following:
    - Education
      - Ensure that staff members are trained in preventative measures such as respiratory etiquette and universal precautions.
    - Ensure that staff members understand early detection and report any students exhibiting signs of illness to the school nurse.
      - Distribution of Information
        - Ensure that all personnel are informed with latest developments of any pandemic episode.
        - Set up prominent notices at all entry points to facility, advising staff, students and visitors not to enter if they have signs and symptoms of pandemic disease.

- President or Vice President will be responsible for maximizing communication with parents and school community related to health and safety and any pandemic episode. Information may be disseminated through parent letters, social media or school newsletters.
- The President and Vice President will consider canceling nonessential travel, including local and national field trips, based on consultation with Pandemic Event Team (PET), state and local health departments and the ALSDE.

### Sick at School — Campus Health Services

Should a student exhibit symptoms of illness, the first option is for the student to remain at home. Students on campus who exhibit symptoms at school should report to their school's nursing station for triage and containment. These students will be treated on an individual basis. Should more than six students require treatment simultaneously, these pandemic procedures should be followed.

- The Director of Nursing/Pandemic Coordinator will notify the Executive Director of Health and Clinical Services of the need to follow Quarantine Protocol.
- The Executive Director of Health and Clinical Services will notify the President, Vice President and the Pandemic Event Team.
- The Staff Nurse will initially provide notification to parents. Parents or responsible parties are required to pick up their student immediately.

- Quarantine Protocol:
  - The Gilchrist Room on the ASD campus will be utilized as the quarantine location.
  - Communication Coordinator/Nursing Department Assistant is the designated point of contact.
    - Coordinate with Physical Plant Director preparation of the Gilchrist Room, including bedding, linen and supplies.
    - At the time the quarantine protocol is enacted, all personnel and activities will cease on the ground floor of the Student Center. ■  
 Notify the Nutrition Program Director of the need for food preparation.
    - Responsible for signage to indicate quarantine area.
    - Provide periodic update to parents of condition of their student. ■  
 Notify maintenance staff via the Physical Plant Director for location of medical supplies, trash cans, tissues, wipes, toilet paper, etc. to be delivered to the quarantine area.
  - Medically-trained staff
    - Nurses will provide and coordinate care of quarantined patients.
    - Medication-trained staff will assist nurses in caring for patients.  
 The student to caregiver ratio will be maintained at 8:1 .

- The use of facemasks is limited to symptomatic students and direct care providers.
- Security Office
  - Responsible for traffic control in quarantine area.
  - Will escort parents/responsible parties for the retrieval of their student/client in the quarantine area.
- Spanish interpreter will be on-call to assist communication.

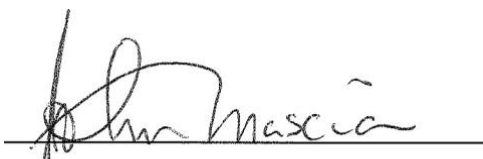
### Exposure

- If a student or employee has been exposed to a confirmed case of pandemic disease or visited a designated high risk area of exposure defined by the CDC guidelines. The following must be adhered to:
  - Employee must remain at home and contact healthcare provider and follow up with CDC guidelines.
  - In the case of a student being exposed, the parents or responsible parties will be notified, required to pick up their student, and referred to their personal healthcare provider.
- The Pandemic Coordinator will notify the Health Department.

### Confirmed Case

- If a student or employee attended work/school prior to being confirmed as a positive case of the pandemic disease, the local and state health departments and ALSDE will be contacted regarding recommendation for school closure. ●

Administrators will work closely with local health officials and ALSDE to determine a course of action for the Institute.

A handwritten signature in black ink, appearing to read "John Mascia", is written over a horizontal line.

Approved: John Mascia, Au.D.  
President

Date: 3-11-20