

STUDENT TRAVEL DURING THE 20-21 ACADEMIC YEAR DUE TO THE COVID-19 PANDEMIC

Dated: October 2, 2020

Supersedes: STUDENT TRAVEL DURING THE 20-21 ACADEMIC YEAR DUE TO THE COVID-19 PANDEMIC dated August 25, 2020

I. PURPOSE:

It is the purpose of this policy to define the New York Medical College and Touro College of Dental Medicine (“College”) student protocol for travel documentation, compliance with New York State Department of Health (“NYSDOH”) regulations for entry from restricted states, compliance with U.S. Centers for Disease Control (“CDC”) guidelines for entry from countries outside the United States, and repercussions in the event of non-compliance during the COVID-19 pandemic.

II. POLICY:

It is the policy of the College that due to the rapidly changing rates of COVID-19 infection in states and countries, students must obtain prior approval for ANY travel outside of the tri-state area (NY, NJ and CT) by a school’s Travel Coordinator.

A traveling student must provide the Travel Coordinator with a written plan for quarantine post travel that is compliant with the NYSDOH quarantine guidance.

Any student who is not physically on-campus as of the effective date of this policy and resides outside the Tri state area, must also receive approval from the school Travel Coordinator prior to arriving on the College campus for the first-time.

Students on travel that is not determined to be Excused Travel by the school’s Travel Coordinator may result in disciplinary action for the student, and absences from Essential Academic Activities during any applicable travel quarantine will be considered unexcused.

Students who fail to comply with this policy or procedure will be subject to disciplinary action and absences from Essential Academic Activities during any applicable travel quarantine will be considered unexcused.

Any College Dean may waive elements of this policy or procedure for good cause.

III. DEFINITIONS:

- A. Authorized Access: Access granted by Travel Coordinators for College students to participate in Essential Academic Activities during any travel quarantine period. Authorized Access will only be granted to students who have complied fully with this policy and only following medical clearance from NYMC Health Services.
- B. CDC Travel Guidelines: The country-by-country quarantine/restriction guidelines at <https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notice.html>

- C. Essential Academic Activities: Clinical patient care activities and class or laboratory activities that require in-person participation. Essential Academic Activities do not include access to indoor campus spaces solely for the purposes of studying or recreation.
- D. Excused Travel: Travel that is determined by a Travel Coordinator to be related to life cycle events for immediate family (grandparent, parent, spouse, sibling or child). Any missed Essential Academic Activities while a student is in travel quarantine due to Excused Travel will be considered excused absences.
- E. NYS Traveler Health Form: The online form at <https://forms.ny.gov/s3/Welcome-to-New-York-State-Traveler-Health-Form> or its paper counterpart.
- F. Restricted Country: Countries under a Travel Advisory level 2 or higher as per Centers for Disease Control and Prevention Travel Guidelines.
- G. Restricted States: States designated by New York State as subject to travel quarantine restrictions. Generally, states with a seven-day rolling average, of COVID-19 positive diagnostic tests in excess of 10%, or number of positive cases exceeding 10 per 100,000 residents. List applicable to today's travelers at <https://ny.gov/states> Note: The list is subject to change daily. Quarantine requirements are based on the states on the list as of the date of entry to the tri-state area.
- H. Travel Coordinators:
 - School of Medicine (SOM): Jonathan Pessalano, Director of Student Affairs
 - School of Health Sciences and Practice (SHSP): Ben Johnson, Vice Dean
 - TCDM: Karen Longo, Director of Student Affairs
 - Graduate School of Basic Medical Science (GSBMS): Catherine Yankou, Graduate Recruitment and Advisement

IV. BACKGROUND

- A. Anyone entering New York State from Restricted States or Restricted Countries must quarantine for 14 days upon entry. The requirements of the travel advisory do not apply to any individual passing through Restricted States for a limited duration (i.e., less than 24 hours) through the course of travel.
- B. Due to the rapidly changing rates of COVID-19 infection in states and countries, and the potential for travelers to have restrictions on in-person class attendance and participation upon their arrival/return to campus, ANY travel outside of the tri-state area (NY, NJ, CT) must be discussed with the designated school Travel Coordinator prior

to the travel, to ensure students have a plan and understand impact of travel on their studies.

- C. Students enrolled in health care programs in the state of New York may be classified as Essential Workers for purposes of participating in Essential Academic Activities, including clinical patient care, during a travel quarantine period. Only students with Authorized Access under this policy may participate in Essential Academic Activities during quarantine.
- D. Travel associated quarantines are for 14 days, with day 0 being the day of exit from the Restricted State or country and ending at midnight of day 14. Symptoms of COVID-19 infection must be monitored twice daily during this period. Fourteen days is the outer limit of the COVID-19 incubation period. Travelers with symptoms are subject to alternate quarantine/isolation procedures.

V. PROCEDURES

A. Procedures and important information when considering travel:

- 1. Students must contact the Travel Coordinator for their school before travel.
- 2. School Travel Coordinators will help students to understand the impact of travel on their academic progress and will determine if such travel is Excused Travel under this policy and discuss the requirement for a written plan as to how the student will quarantine upon return including:
 - i. How the student will obtain food;
 - ii. How the student will prepare food; and
 - iii. How any bathroom used by more than one person will be disinfected between use.
- 3. Upon return to the tri-state area, students must inform the Travel Coordinator and Health Services of date of arrival into NY, date of departure from a Restricted State Restricted Country, and location student will quarantine.
- 4. Upon return to the tri-state area, students must determine if they are returning from a Restricted State or Restricted Country and if so, must comply with the procedures for students on travel quarantine.
- 5. Students returning from a Restricted State or Restricted Country must comply with the procedures for students on travel quarantine and any other applicable NYS requirements.
- 6. Students complying with travel quarantine procedures following Excused Travel will be permitted to resume Essential Academic Activities upon their return consistent with NYSDOH and College guidelines and requirements.

B. Procedures for students on travel quarantine:

- 1. Any students who arrive in New York State from a Restricted State or Restricted Country must quarantine for 14 days and are not permitted access to campus

(other than apartments for residents) or participate in clinical activities until their quarantine is complete or Authorized Access for Essential Academic Activities is granted by a Travel Coordinator pursuant to this policy.

2. Students arriving in New York State from a Restricted State or Restricted Country must complete an electronic [Traveler Health Form](#) upon entering New York.
3. Health Services will issue the student a symptom monitoring log and letter detailing instructions for quarantine. A copy of the letter will be sent to the Travel Coordinator.
4. Any symptoms of COVID-19 infection during the 14 day travel quarantine should be discussed with the student's physician, and Health Services must be notified.
5. Students receiving Authorized Access may resume Essential Academic Activities pursuant to the procedures of this policy (including testing requirements).
6. Apart from Essential Academic Activities, the student is required to maintain quarantine and complete a 14 day symptom monitoring log. Quarantine ends at the end of the day (12 midnight) of day 14.
7. The New York State Department of Health (NYSDOH) requirements to safely quarantine include:
 - The individual must not be in public or otherwise leave the quarters that they have identified as suitable for their quarantine.
 - The individual must be situated in separate quarters with a separate bathroom facility for each individual or family group. Access to a sink with soap, water, and paper towels is necessary. Cleaning supplies (e.g. household cleaning wipes, bleach) must be maintained in any shared bathroom. Students living in the same apartment constitute a family group.
 - The individual must have a way to self-quarantine from household members as soon as fever or other symptoms develop, in a separate room(s) with a separate door. Given that an exposed person might become ill while sleeping, the exposed person must sleep in a separate bedroom from household members.
 - Food must be delivered to the individual's quarters.
 - All individuals in a living unit must wear a face mask if they become symptomatic.
 - Garbage must be bagged and left outside for routine pick up. Special handling is not required.
 - A system for temperature and symptom monitoring must be implemented to provide assessment in-place for the quarantined individual in their separate quarters.
 - Nearby medical facilities must be notified, if the individual begins to experience more than mild symptoms and may require medical assistance.
 - The quarters must be secure against unauthorized access.
8. On the last day of the quarantine period, students must email a scanned PDF copy of the completed symptom monitoring log to Health_Services@nymc.edu. This log will be reviewed and a Clearance From Quarantine letter will be sent to the student and the Travel Coordinator.

C. Requirements If You Have COVID-19 Symptoms or A Positive COVID-19 Test Result

Symptoms may appear two to 14 days after exposure to the SARS-CoV-2 virus. People with these symptoms may have: Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea. **Seek Medical Attention Immediately** for trouble breathing, persistent pain or pressure in the chest, new confusion, inability to wake or stay awake, bluish lips or face.

If you develop symptoms of COVID-19 infection or receive positive COVID-19 test results, **immediately notify your physician and NYMC Health Services**. Contact NYMC Health Services at 914-594-4234 or Health_Services@nymc.edu.

1. If you receive positive test results or develop symptoms, you must self-isolate. The Westchester County Department of Health requirements for isolation are explained at:

<https://health.westchestergov.com/images/stories/PDF/isolationprotocol092020.pdf>

2. On-campus or off-campus roommates of students with positive test results or COVID-19 symptoms must begin quarantine procedures and may not come to campus (or leave on-campus housing) without authorization of NYMC Health Services.

D. Procedures for students on travel quarantine to return to Essential Academic Activities prior to completion of the full quarantine period:

Students on travel quarantine must:

1. Inform Health Services of travel to receive the 14 day symptom monitoring log and instructions during quarantine.
2. Obtain a negative COVID-19 molecular diagnostic test within 24 hours of entry into New York State.
3. Submit the test result to Health Services (health_services@nymc.edu).
 - i. Health Services will review the test to ensure it is a molecular diagnostic test and then forward the review to the applicable Travel Coordinator.
4. The student may not engage in Essential Academic Activities until a negative result is available and reviewed and the student receives Authorized Access from their Travel Coordinator. The time frame from specimen collection to receipt of the COVID-19 diagnostic test result can span from 1 - 12 days.
5. Students who enter the tri-state area from a Restricted State or Restricted Country and
 - b. fail to receive prior approval for travel from their Travel Coordinator;
or
 - c. receive prior-approval for travel other than Excused Travel;will not receive Authorized Access for Essential Academic Activities until the completion of their full travel quarantine, regardless of test result.

VI. REFERENCE WEBSITES:

- [New York State Department of Health](#)
 - [Governor's Order for Travel Restrictions](#)
- [Westchester County Department of Health](#)
 - [Isolation Requirements](#)
- [Centers for Disease Control and Prevention](#)
 - [Suggested disinfectants](#)
- [NYS Traveler Health Form](#)
- [NYS Restricted State list](#)

VII. POLICY MANAGEMENT:

Responsible Executive: Chief Legal Counsel

Responsible Office: NYMC Student Health Services