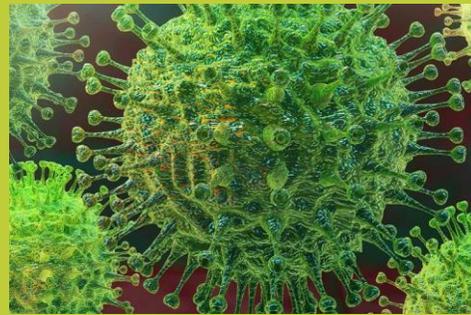




**NATIONAL
UNIVERSITY COLLEGE**



**COVID 19 CORONAVIRUS
PREVENTION AND CASE
MANAGEMENT
PROTOCOL**

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VICEPRESIDENCY OF STUDENT AFFAIRS AND EFFECTIVENESS

PROTOCOL

COVID 19 - CORONAVIRUS

This protocol is disclosed with the authorization of the CEO/President, Mr. Michael Barnett

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Introduction

National University College, in compliance with its mission and for its commitment to the health of the university community establishes the Protocol for Prevention and Case Management of COVID 19 Coronavirus, applicable to all campuses and centers of PR/US.

According to the Puerto Rico Department of Health, both the Department and the Centers for Disease Control and Prevention (CDC) remain on alert and continuously monitor an outbreak of respiratory disease caused by a new coronavirus (called "2019-nCoV").

Origin

Coronaviruses are a large family of viruses that are common in humans and many different species of animals, including camels, cattle, cats, and bats. On rare occasions, animal coronaviruses can infect people and then spread between them, as in the case of MERS-CoV and SARS-CoV. The virus that causes COVID-19 has been called the new coronavirus and is spreading from person to person in China. On December 31, 2019, the Wuhan Municipal Health and Sanitary Commission (Hubei Province, China) reported a cluster of 27 cases of pneumonia of unknown etiology with onset of symptoms on December 8, including seven severe cases, with common exposure to a wholesale seafood, fish, and live animal market in Wuhan City, without identifying the source of the outbreak. The market was closed on January 1, 2020. On January 7, 2020, Chinese authorities identified a new type of virus in the family Coronaviridae as the causative agent of the outbreak, which was named the "new coronavirus", 2019- nCoV. The virus has subsequently been named SARS-CoV-2 and the disease is called COVID-19. The genetic sequence was shared by Chinese authorities on January 12. On January 30, the World Health Organization (WHO) declared the SARS-CoV-2 outbreak in China a Public Health Emergency of International Importance.

What is coronavirus 2019 disease (COVID-19)?

Coronavirus 2019 disease (COVID-19) is a respiratory condition that can spread from person to person. The virus that causes COVID-19 is a new coronavirus that was first identified during the investigation of an outbreak in Wuhan, China and is associated with a source of animal contagion. So far no human-to-animal transmission has been confirmed.

How is coronavirus 2019 (COVID-19) transmitted?

Coronaviruses are transmitted between humans to a limited extent, but to date, the origin of these viruses is unknown. At this time, it appears that the new coronavirus, also known as Wuhan coronavirus, has an animal origin. As with other viruses that cause pneumonia, when transmitted to humans, transmission usually occurs through the respiratory tract and through the saliva droplets that people produce when they cough, sneeze or speak.

You should keep in mind the following:

When an infected person sneezes in front of you, it will take about 10 feet before the discharge from the sneeze falls to the floor and is not suspended in the air.

1. When the virus lands on the surface of a metal, it will live for at least 12 hours, which is why hand washing is so important.
2. The virus can remain active in the tissue for 6 to 12 hours. Common laundry detergent should kill the virus.

What are the symptoms of coronavirus 2019 (COVID-19)?

In general, the main symptoms of coronavirus infections are:

- Runny nose and discharge
- Cough
- Fatigue
- Sore throat and headache
- Fever
- Chills and general malaise
- Difficulty breathing (dyspnea)
- The clinical spectrum of this type of infection varies from no symptoms to mild or acute respiratory symptoms.

The CDC currently believes that symptoms of COVID-19 may appear as early as 2 days or as late as 14 days after exposure. This is based on what has previously been seen as the incubation period for MERS-CoV viruses.

How easily does the virus spread?

The ease with which a virus spreads from person to person can vary. Some viruses are very contagious (spread easily), and can also be sustained. The virus that causes COVID-19 appears to spread easily and steadily in the community ("community spread") in some affected geographic areas. Community spread means that people have become infected with the virus in an area, including some who are not sure how or where they became infected.

People are thought to be most contagious when they are most symptomatic (the sickest). It is possible that some form of transmission may occur before people show symptoms; this has been reported with this new coronavirus, but it is not believed that this is the main way the virus is spread.

Diagnosis

For initial diagnostic testing of COVID-19, the CDC recommends collecting samples and examining the upper airway (nasopharyngeal and oropharyngeal swabs), and the lower airway (sputum, if possible) for those patients with a productive cough. Sputum induction is not recommended.

Cases in the United States and Puerto Rico:

The first case of COVID-19 in the United States was reported on January 21, 2020. The current number of cases of COVID-19 in the United States is available on the CDC website at <https://www.cdc.gov/coronavirus/2019-ncov/cases-in-us.html>. The Florida Department of Health reported the first case on March 3, 2020. For reference, see <http://www.floridahealth.gov/diseases-and-conditions/COVID-19/>.

As of the date of this protocol, no cases have been reported in Puerto Rico.

What can I do to help protect myself?

According to the US Center for Disease Control and Prevention, the best way to prevent infection is to avoid exposure to the virus that causes COVID-19.

Some preventive measures to help prevent the spread of respiratory viruses, such as COVID 19, are:

1. Avoid close contact with sick people.
2. Avoid touching your eyes, nose, and mouth with your unwashed hands.
3. Wash your hands frequently with soap and water for at least 20 seconds.
4. Use a hand sanitizer containing at least 60% alcohol if soap and water are not available.
5. After using the hand sanitizer for the fourth time on the same day, it is no longer effective and proper hand washing is required.

If you are sick, to prevent the spread of respiratory disease to others, you should do the following:

1. Stay home if you are sick.
2. Cover your nose and mouth with a tissue when you cough or sneeze and then throw it away. Covering with your shoulder or elbow is not recommended, because the virus can get out and expose the person next to you.
3. Clean and disinfect frequently touched objects and surfaces.

What are the measures that the University for Prevention is taking in the event that the Coronavirus arrives in Florida and Puerto Rico?

1. A prevention campaign will be worked on with an impact on all members of the university community, which includes
 - a. Sending text messages to the student community, from the Corporate Offices. This Protocol will be available on the institution's website, Library and Student Services Office.
 - b. Information material will be available in printed form.
 - c. All bathrooms and laboratories shall be labelled with the correct hand washing and general hygiene recommendations.
2. The plan for regular maintenance of all common areas and offices of the campuses and the centers shall be reinforced.
3. Hand Sanitizer will be available in the academic and service offices, reception, laboratories and cafeteria. (If availability permits)
4. A sanitation plan will be worked out in the presence of a student, professor or employee with symptoms of the disease
5. If necessary and as far as possible, alternatives will be identified to make the educational materials of the classroom courses available for digital delivery or on a virtual platform, to facilitate classes remotely and synchronously.

What to do if a member of the community with symptoms similar to those identified for Coronavirus is observed?

If you observe a student or other member of the campus community with symptoms similar to those identified for the Coronavirus, contact the Office of the Dean or Executive Director, as appropriate, or the Office of Student Affairs to refer the situation and follow the prevention measures set forth in this protocol.

All members of the university community should be advised of the measures to prevent contagion and the importance of visiting the doctor in case of presenting any symptoms of respiratory diseases.

For the definition of a suspected case of contagion, it must be validated that it has the identified symptoms for the Coronavirus and that it has a history of travel to the areas of China, Italy, Iran, Japan and South Korea, or has been in contact with a person who visited these countries, in the past fourteen (14) days.

If you have symptoms and a history of travel to the areas, you should be referred to the nearest health care facility. At all health centers, a Case Under Investigation form (provided by the Department of Health) is processed to determine if you meet the criteria for a suspected case of VIDOC-19, and thus be referred for completion of laboratory testing as indicated for these cases.

Prevention Committee

CAMPUSES PR	CENTERS PR	CAMPUSES US
<i>Chancellor Director of Operations Director of Student Affairs Academic Dean</i>	<i>Executive Director Academic Director Retention Officer / Student Affairs Counselor</i>	<i>Executive Director Academic Dean Student Service Coordinator</i>

Telephone Directory

REGIONES	RECINTOS PR	CENTROS PR
Arecibo	NUC- Arecibo Tel. (787)879-5044 ext.5200	NUC - IBC Arecibo Tel: (787) 880-4019 ext. 2400 NUC - IBC Manatí Tel: (787) 854-6634 ext. 2312
Bayamón	NUC- Bayamón Tel. 1(800)780-5134 ext. 4000	NUC- IBC Bayamón Tel: (787) 522-4325 ext. 3700 NUC- IBC Escorial Tel: (787) 522-2300 ext. 1350
Caguas	NUC- Caguas Tel. 1(787)653-4733 ext. 4500	NUC - IBC Caguas Tel: (787) 745-9525 ext. 1500 NUC- IBC Guayama Tel: (787) 864-3220 ext. 2100
Ponce	NUC- Ponce Tel. 1(787)840-4474 ext. 7000	NUC- IBC Ponce Tel: (787) 840-6119 ext. 3100 NUC- IBC Yauco Tel: 787-992-0237 ext. 3300
Mayagüez	NUC- Mayagüez Tel. (787)652-0373 ext. 4700	NUC - IBC Mayagüez Tel: (787) 833-4748 ext. 2700 NUC- IBC Aguadilla Tel: (787) 891-4345 ext. 2890 NUC - IBC Moca Tel: (787) 877-2292 ext. 2900
Rio Grande	NUC - Rio Grande Tel. (787)809-5100 ext. 6300	NUC- IBC Fajardo Tel: (787) 860-6262 ext. 1800 NUC - IBC Los Colobos Tel: 787-876-7819 ext. 1950
CAMPUSES US		
FTC	FTC Deland (844) 402-3337 ext. 8400	FTC Lakeland (844) 402-3337 ext. 8400
	FTC Cutler (844) 402-3337 ext. 8800	FTC Orlando (844) 402-3337 ext. 8300
	FTC Kissimmee (844) 402-3337 ext. 8400	FTC Pembroke (844) 402-3337 ext. 8200
	Dave School (407)385-1100	

Hand washing procedure:

HandWashing

(adults, children, employees & customers)

step-by-step

- 

1 wet hands
- 

2 apply soap
- 

3 rub soapy hands for 20 seconds
- 

4 scrub fingertips & between fingers
- 

5 scrub forearm to just below elbow
- 

6 rinse forearms & hands
- 

7 use a towel to dry hands & forearms or use an approved hand drying device
- 

8 turn off water with towel
throw towel away

DH 1452, 1/14, 0263 #5244-000-1452



Florida Department of Health

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