



Protocol: COVID-19 Facilities Access Protocol

Principles:

Minimizing the risk of Coronavirus and preventing the spread of COVID-19 to our staff and patients is our number one priority. Thank you for your continued support and partnership throughout this situation.

Purpose:

University of Utah Health Hospitals & Clinics (U of U Health) is working diligently to safeguard our patients and staff against the potential impact of Coronavirus (COVID-19) and in our continued effort to slow the transmission rate of COVID-19 and prevent further community spread, we are amending the facilities access protocol as part of our mitigation strategy.

Description:

Effective immediately, all U of U Health entities will enact the following controls and restrictions in regards to vendor access. All vendor credentialing protocols are still in place and all representatives must be registered and signed off on the uploaded U Health policies and procedures via the IntelliCentrics credentialing system.

1. All business meetings between U of U Health and vendors are strongly encouraged to continue via Teams / Zoom teleconferencing or other remote connectivity means. In-person meetings should only be scheduled if the meeting provides critical benefits to the U of U Health programs and safety protocols are observed.
2. Non-mission critical visits i.e., business reviews, facility tours, optional educational case participation, should only be scheduled after approval with the stakeholders involved in access request.
3. No "cold calls" will be allowed by vendor representatives at any of the U of U Health hospitals and clinics as per our U of U Health Vendor policy.
4. Business development, new technology introduction, or sales calls will be permitted with pre-approval thru the U of U Health Supply Chain MedApproved system, RX team or Facilities & Engineering protocols. Strict adherence to the pre-established U of U Health Vendor policy will be enforced.

The following scenarios are still allowed as normal business practices:

Owner:

Brian Pollick

Liaison:

Kara Cromer

Approval Body:

Administrative Council
Infection Control Committee

Organizational Area:

Clinical: Infection Prevention
and Control

Current Approval Date:

Wed May 12 2021

Current Revision Date:

Mon May 17 2021

Origin Date:

Fri May 08 2020

- A. OR and procedural area (Cath Lab, IR) case coverage – only if deemed necessary by OR director and physician provider
 - B. Individuals contracted or assigned to perform work at any U of U Health facility
 - C. Mortuary
 - D. Staples desktop delivery
 - E. Amerisource medication / pharmaceutical delivery
 - F. Document shredding service providers
 - G. Couriers
 - H. Delivery drivers
 - I. Agency Interpreters
 - J. Durable Medical Equipment providers
 - K. Others determined by leadership on an "as needed" basis
5. Vendors and contractors should only bring the minimum required staff to perform the immediate scope of work or clinical support to reduce number of individuals coming on site.
6. All access to the University Hospital for vendors, contractors, suppliers and consultants is restricted to the front door only. (Exception are the highlighted areas above)
7. Anyone coming on site will need to show a University ID badge and wear an approved facial covering. If a vendor representative does not show a University ID badge, they will be directed to Intellicentrics credentialing station to get checked in and print a visitor badge for their scheduled visit.
8. Consistent with the CDC guidance and staff and patient safety rules, if individual shows signs or symptoms of COVID-19, access will be immediately denied to U of U Health facilities. For further guidance of COVID-19 signs or symptoms visit www.cdc.gov or the Utah Department of Health, health.utah.gov. Or please *call the COVID-19 Hotline: 801-587-0712 or Toll Free: 844-745-9325 for guidance and call your primary care provider*
9. Individuals who have traveled to any of the countries listed by the CDC as travel advisory levels 3 or 4 <https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notice.html> within the last 14 days will be denied access unless they provide a doctor's note confirming that they have been screened and are clear of COVID-19. Individuals are also expected to adhere to their company's work wellness and health protocols.
10. Only individuals who are performing authorized business/work within the facility should enter the building. Individuals without specific authorized work in the facility should not enter the building for any reason, including use of the Hospital Cafeteria, Starbucks, restrooms, etc. If materials need to be received on site via an access point other than the front door (i.e. loading dock), the material should be received by an individual who has already accessed the site via the front door following a badge check and wellness check. Anyone who does not adhere to this new protocol will be immediately removed from site. Access protocol at other U of U Health buildings, including community health centers and community clinics, will follow this same model.
11. If individuals begin to experience COVID-19 symptoms during or after performing work at any University of Utah Health facility they must immediately inform their direct supervisor, follow their company's work wellness and health protocols, and contact their U of U Health representative so that appropriate action may be taken to limited additional exposure and to safeguard patients, faculty and staff. Because of the dynamic nature of this situation, at any time Contractors, Vendors, Consultants and Suppliers may be required to cease any

and all work being performed. They may also be required to remove all tools, materials and equipment from site until further notice. For Contractors, Vendors, Consultants and Suppliers associated with construction projects, compliance with this directive is considered a necessary element of the safety program required by Article 6 of the General Conditions as well as the State Procurement Code.

12. In alignment with CDC guidelines and U of U Health internal masking protocols, vendors, contractors, suppliers and consultants working in any U of U Health facility will be required to wear a face covering to reduce the risk of transmitting COVID-19. Face coverings will not be provided by the University, and should be furnished by the company or individual coming on site. Additional information on recommended face coverings can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

13. U of U Health access protocol may be changed at any time in order to scale up or down in an effort to minimize the risk of COVID-19 transmission. This may include:

- Limiting points of entry into facilities
 - Restricting access to specific areas of a facility
 - Strict adherence to safety protocols, including mandatory screenings, noexceptions

14. It is expected that the precautions listed below be followed to reduce the potential spread of COVID-19 by using good hygiene standards such as:

- Follow all U of U Health protocols for entering and exiting buildings, including accessing only through authorized entrances and sanitizing hands prior to entering any U of U Healthbuilding
- Individuals are encouraged to remember the importance of physical distancing when arriving at the hospital and potentially waiting in line for temperature screenings and wellness checks
- Wash hands for at least 20 seconds with soap and warm water when arriving to work and often during the day
- Avoid touching mouth, eyes and face
- Use Alcohol based hand sanitizer often
- Avoid unnecessary travel and socializing in large groups

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Sincerely,

University of Utah Health Hospitals & Clinics Executive Team

Addendums:

For additional information and assistance:

Supply Chain & Purchasing Office 801-587-6711

Pharmacy Dept. Drug Information Service 801-581-2073

Facilities & Engineering 801-585-0906

Please Note:

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This policy is considered out of date after Sat Jul 24 2021 which is 30 days from print date below.

Print Date: Thu Jun 24 2021