

## **Emergency Action Plan**

*Updated: March 11, 2020*

### **In the event of an outbreak of COVID-19**

FSCC, in conjunction with Bourbon County Emergency Management personnel, and Bourbon County Health Department will determine the threat level of the current outbreak and take appropriate actions.

These actions may include, but not be limited to, the following:

- cancellation of classes, sporting events and/or other public events
- closure of campus, student housing, and/or public transportation
- quarantine of affected students and staff

### **Campus Preparation for possible COVID-19 and information dissemination**

FSCC has established a working group to lead campus wide efforts in preparing for the possibility a member of our campus community is diagnosed with COVID-19 or deemed a person under investigation (PUI) for coronavirus.

- FSCC will promote preventive action, such as, proper and effective hand washing.
- Faculty and Staff will be provided with cleaning wipes/spray for use in classrooms and offices (supplies available in Instruction Office and Student Services office areas in Bailey Hall, and the Business Office in the Hedges Administration Building), and increasing the amount of hand sanitizers at campus events (as available)
- Administration will monitor the CDC and WHO websites regularly for updated information on COVID-19 and communicate with

Bourbon County Health Department and Bourbon County  
Emergency Management on current public guidelines

- Implement environmental infection control if PUI is identified
- Preventing the spread of COVID-19 flyers will be posted on campus and at all FSCC events
- Emergency Action plan will be displayed on FSCC website
- Weekly report of number of possible COVID-19 patients in isolation or diagnosed on website

## **Prevention**

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- No contact greetings (no handshakes, hugging, etc.).
- Avoid close contact with people who are sick.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using an EPA approved household cleaning spray or wipe.
  - [https://www.epa.gov/sites/production/files/2020-03/documents/sars-cov-2-list\\_03-03-2020.pdf](https://www.epa.gov/sites/production/files/2020-03/documents/sars-cov-2-list_03-03-2020.pdf)

- Avoid sharing personal household items.
  - Do not share: You should not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people or pets in your home.
  - Wash thoroughly after use: After using these items, they should be washed thoroughly with soap and water.
- Follow CDC's recommendations for using a facemask.
  - CDC does not recommend that people who are well wear a facemask to protect themselves from respiratory diseases, including COVID-19.
  - Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others.

## **Steps to help prevent the spread of COVID-19 if potentially infectious patient.**

### ➤ **Watch for Symptoms**

The following symptoms may appear 2-14 days after exposure

- Fever
- Cough
- Shortness of breath or difficulty breathing

### ➤ **What to do if you experience the above symptoms**

*If having acute (serious) symptoms such as severe respiratory (breathing) issues call 911*

- Avoid public contact: stay home, in your dorm or apartment
- If you believe you have symptoms and living in campus housing call Vice President of Student Affairs Tom Havron

620.212.9921 or Director of Student Life Marci Myers  
620.215.3225

- **If living in non-campus housing and symptoms occur**
  - Call 911 or medical provider
  
- **If living in campus housing and symptoms occur**
  - College officials will contact emergency medical services and Bourbon County Health Department
  - EMS personnel will immediately respond and determine if symptoms require:
    - Transport to emergency room/hospital
    - Isolation
    - Other
  - Student will provide Bourbon County Health Department with a list of all close contacts (being within approximately 6 feet of an individual for a prolonged period of time; close contact can occur while caring for, living with, visiting, or sharing a classroom)
  
- **If quarantine is required and student cannot travel home**
  - EMS and FSCC will coordinate transportation of patient
    - Transportation will be provided by Bourbon County EMS
  - FSCC Lodge is prepared for quarantining student in prepared/pre-stocked room
  - Bourbon County Health Department will monitor student health

- Bourbon County Health Department will determine when quarantine is no longer indicated

➤ **If quarantined in campus housing the student support program will include**

- Monitoring student medical needs by the Bourbon County Health Department
- FSCC will provide students with:
  - Food and supplies
  - Academic support with online instruction, supplemental instruction (zoom), or other instructional needs
  - Tutoring for students after quarantine or isolation
  - Academic and financial aid guidance for prolonged class absence or withdrawal
  - Student privacy and safety protection

➤ **If isolated in non-campus housing**

- FSCC will provide students with:
  - Academic support with online instruction, supplemental instruction (zoom), or other instructional needs
  - Tutoring for students after quarantine or isolation
  - Academic and financial aid guidance for prolonged class absence or withdrawal
  - Student privacy

➤ **Questions or Concerns?**

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