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| UVA Health | COVID-19 Planning Materials |
| Document Title  | Onsite Restrictions for Observers, Students, Volunteers, and Visiting Professionals  |
| Version # | 2 |
| Version Date  | 4-23-21 |
| Target Audience  | All staff  |
| Sponsoring Department | Patient Experience Office |
| Document POC  | Bush Bell bush.bell@virginia.edu 434-243-0482 |
| **Information below reflects the best information available as of the date published.****In a rapidly evolving field, clinical judgment should guide patient care.** |

UVA Health Medical Center is committed to supporting the educational, training, research, and clinical processes of UVA programs and acknowledges the value of providing opportunities onsite to observe or actively participate in educational and training purposes.

All efforts should be made by the sponsor and students/volunteers/observers/visiting professionals/etc. to meet their objectives by redesigning processes to eliminate the need for onsite observations/experiences.

Due to COVID-19, presence of Observers, Students, Learners, Volunteers, and Visiting Professionals at the Medical Center are restricted.

Standard Exceptions that do not require review or request for approval

* Pre-employment shadowing and interviews for final candidates when coordinated by UVA HR and Recruitment
* Students from UVA School of Medicine and UVA School of Nursing as part of clinical training
* Students as part of a clinical program that has a formal relationship with UVA Health Medical Center as part of their clinical training

The table below provides additional guidance and resources.

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| **Type** | **Status/Guidance** | **Comments** | **Relevant Policy/Authority Contact** |
| 1. Research monitors
 | * Non-clinical areas permitted.
* Clinical areas by exception.
 | * Criteria exception: unable to perform virtually, limit to 1 pp, critical to advancement of research
 | Coordinated by  Clinical Research Office  |

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| 1. Students
 | * Students as part of clinical rotations in **graduate professional programs** (SOM, SON, etc.) permitted in clinical and non-clinical areas as part of clinical rotations.
* Students as not part of clinical rotations in in all undergraduate and graduate non-professional programs (SOM, SON, etc.) wishing to be exposed to health care activities are permitted in non-clinical areas only.
 | Exception criteria: (a) students are fully vaccinated (14 days post final vaccine), (b) activity serves an educational goal, (c) the activity can be performed in accordance UVA public health safety measures (e.g. physical distancing) | Health System Policy: [HSG-008](http://www.healthsystem.virginia.edu/docs/health-system/governance/management-of-student-practicum-preceptorships) Management of Student Practicum/ Preceptorships |
| 1. Observers
 | * Permitted in non-clinical areas only. Exceptions for clinical areas considered.
 | Exception criteria: (a) observers are fully vaccinated (14 days post final vaccine), (b) activity serves an educational goal, (c) the activity can be performed in accordance UVA public health safety measures (e.g. physical distancing) | Medical Center Policy: [MCP 0315](http://www.healthsystem.virginia.edu/docs/manuals/policies/mc/A70A3BC1-110A-2E68-1414D1FE9806E3E3/A70A447B-110A-2E68-1479DBE625E96092/management-of-observers) Management of Observers |
| 1. Visiting GME Trainees
 | * Permitted in clinical and non-clinical areas.
 | Non-UVA GME Trainees, contact the GME Office  | GME Office |
| 1. Visiting Professors/Lectures/Physicians
 | * Permitted in clinical and non-clinical areas.
 |   | Visiting Physicians: Clinical Staff Office |
| 1. Volunteers
 | * Non-clinical areas permitted.
* Clinical areas permitted in high demand areas.
 | All volunteers must be post 14 days final vaccine. To request a volunteer, contactVolunteerServices2@hscmail.mcc.virginia.edu  | Medical Center Policy [MCP 0058](http://www.healthsystem.virginia.edu/docs/manuals/policies/mc/A70A3BD0-110A-2E68-14FB8E6F74343C47/A70A3F89-110A-2E68-14B7153207741A23/medical-center-volunteers) Medical Center Volunteers  |
| 1. Vendor Support
 | * Permitted
 | Vendors providing onsite technical support that is not able to be perform remotely. | Medical Center Policy [MCP 0013](http://www.healthsystem.virginia.edu/docs/manuals/policies/mc/A70A3BD0-110A-2E68-14FB8E6F74343C47/A70A3F89-110A-2E68-14B7153207741A23/interactions-with-vendors-sales-and-service-representatives) Vendors, Sales and Service Representatives at the Medical Center |
| 1. Vendor Sales Staff
 | * Not permitted on site
 |  Sales activity must be performed virtually.  | Medical Center Policy [MCP 0013](http://www.healthsystem.virginia.edu/docs/manuals/policies/mc/A70A3BD0-110A-2E68-14FB8E6F74343C47/A70A3F89-110A-2E68-14B7153207741A23/interactions-with-vendors-sales-and-service-representatives) Vendors, Sales and Service Representatives at the Medical Center |

To request exceptions, complete form below.

Requesting exception for Observers, Students, Learners, Volunteers, Vendors access.

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| Name of person completing form |  |
| Email and phone number of person completing form |  |
| Name of Sponsor  |  |
| Sponsor’s Role/Title |  |
| Sponsor’s Contact Information:     Telephone # and Email Address |  |
| Names of Observers  |  |
| Observers Email addresses |  |
| Observers Phone Numbers |  |
| Dates of Observation |  |
| Location of Observation |  |
| Briefly describe project and why in-person presence is required and why virtual presence is not possible. |  |
| Total time (hrs) of observation per person and cumulative hours per team. |  |

Return the completed form to Bush Bell at bush.bell@virginia.edu. If questions, call Bush Bell at 243-0482 or email.