COVID-19 Addendum to Standard Operating Procedures for CH²P

Researchers should go through the EHS COVID-19 Daily Self Checklist before coming to the lab and thoroughly utilize the Human Subject Participant Health & Safety Screening tool. This involves a phone screening with participants < 24 hours before entering the lab, in-person symptom screening upon entry to the lab, and participant signature on an acknowledgement.

Research teams should follow all procedures outlined in their approved RLOP, including maintaining social distancing practices (besides when prohibited by RLOP-approved research activities).

If you have any questions please do not hesitate to reach out to Michael Busa (mbusa@umass.edu) or Katie Colfer (kcolfer@umass.edu).

Source Control:
Face coverings (cloth or surgical masks) **must be worn at all times by all individuals** when you are in the facility. The only exception is when a participant must remove the covering to complete their experimental procedure. In this case, appropriate social distance must be intact for mask removal.

All researchers should bring face coverings and encourage participants to do the same. Research teams should consider having backup face coverings in case a participant forgets. The CH²P has a limited supply of disposable surgical masks as a backup measure - please notify kcolfer@umass.edu if needed.

Hand Sanitization:
Upon entering the lab researchers and participants **must sanitize their hands**. There is a Purell station in the lobby and a bathroom for use of soap and water. All lab rooms either have a sink or a hand sanitizing station. Hands should be sanitized when entering and exiting a room. It is recommended to sanitize your hands each time you touch a door handle.

Reducing Interactions:
Please plan to **meet participants outside of the building and bring them to the lab**. The LSL building doors are locked and card access will be limited to researchers. Meeting your participants outside will reduce lingering in hallways and therefore reduce exposure risk between persons.

Enhanced Cleaning of Research Spaces After Use:
When a research group has completed their use of the facility for a particular day or visit all instrumentation and surfaces must be cleaned using the provided cleaning supplies. All lab spaces will be regularly stocked with EPA List N approved products. If supplies are running low please notify kcolfer@umass.edu. Instrumentation should be cleaned according to the Standard Operating Procedures (located in white binders in each room), and in addition have surfaces wiped with the provided EPA list N products where appropriate. **All surfaces touched should be cleaned**, with emphasis on high-touch
surfaces such as instrumentation used, keyboards, computer mice, door handles, countertops, etc. Be sure to read the directions below for each cleaning product used.

**Cleaning instructions:**

- **Wipes:** Dispense a wipe from the lid of the canister. Wipe down surfaces, taking care to thoroughly wet each surface. Do not be afraid to use multiple wipes to make sure all surfaces are saturated with cleaning solution. Once wiped, do not touch surfaces and allow them to remain untouched for at least 3 minutes.
- **Spray:** Hold canister 6-8” away from surface and spray enough cleaning fluid to thoroughly wet the surface. Once sprayed, do not touch surfaces and allow them to remain untouched for at least 3 minutes.

**Cleaning should be the absolute last thing done before exiting the research space.** To ensure that we are providing adequate time for disinfection products to work we have placed timers on every doorframe. This timer runs the counts down the contact time for the cleaning supplies used as well as the time it takes for aerosolized particles to settle out of the air, and the timer will help the next researcher determine if the room is clean and ready to enter. Each timer should have the correct time pre-loaded, but if it does not, set the timer to 10 minutes. If you are entering a room and the timer has not terminated yet, wait outside the room until it counts down to zero.

**Room Occupancy:**
When entering a room, please slide the sign on the door so that it reads “Occupied.” When exiting the room, slide the sign to “Vacant.”

Please follow your approved RLOP to determine room density. All people should be a minimum of 6 feet apart, except when you have RLOP approval otherwise for certain research procedures.

**Do not prop open any doors** in the lab. This helps us ensure that there is an appropriate number of people in the lab at all times. It also ensures proper air movement if the doors are closed.

**Limiting Spread:**
Please follow EHS guidelines for symptom and diagnosis reporting if any researchers or participant become sick or have been exposed to COVID-19. If the exposed or sick person has entered the lab, ensure that reporting to EHS includes information about the CH2P visit(s) so that our staff and other researchers are properly notified of possible exposure. Please view this guide for EHS reporting protocols and contact the COVID-19 HR Response Team at 413-687-2283 or COVID19HR@umass.edu if you, a team member, or a participant has tested positive for COVID-19, has symptoms of COVID-19, or has been exposed to someone with COVID-19.