## Risk Assessment Information Sheet for Community-Engaged, Experiential Learning Activities

## FOR: Students Enrolled in Internships, Clinical Placements, Curriculum Practical Training, Optional Practical Training or Field Education Programs

## PURPOSE: To provide background information regarding pandemic-related risks and completing community-engaged/experiential learning activities

The Risk Assessment Information Sheet is provided in response to the COVID-19 pandemic. Please read through and use this document as a resource to help you stay safe during your internship, clinical practice, Curriculum Practical Training (CPT), Optional Practical Training (OPT) or field education program. Please make sure that you communicate with your academic supervisor or faculty instructor if you have any concerns about completing your community-engaged/experiential learning.

Along with the information noted below, please familiarize yourself with protective measures from the [U.S. Center for Disease Control and Prevention](https://www.cdc.gov/coronavirus/2019-ncov/index.html) at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

**RISK EXPOSURE**

OSHA provides useful information in [*Guidance on Preparing Workplaces for Covid-19 OSHA 3990-03 2020*](https://www.osha.gov/Publications/OSHA3990.pdf). OSHA recommends classifying exposure to COVID-19 based on distribution of risk for different job categories:



Source: OSHA Publication 3990-03.

Some internship, clinical, and/or field placements are lower risk whereas others may be higher risk (e.g., clinical nursing at a health care facility). General descriptions of each risk level are below; specific examples for each risk level are detailed at the end of this document.

* **Lower Risk (Caution):** Jobs that do not require contact with people known to be, or suspected of being infected with SARS-CoV-2.
* **Medium Exposure Risk:** Jobs that require frequent/close contact with people who may be infected, but are not known to have or suspected of having COVID-19. This may include work experiences in which there is contact with the general public (e.g. in schools, high population density work environments, and some high-volume retail settings)
* **High Exposure Risk:** Jobs with high potential for exposure to known or suspected sources of SARS-CoV-2. This may include work in healthcare delivery and support staff (hospital staff who must enter patients’ rooms) exposed to known or suspected COVID-19 patients.
* **Very High Exposure Risk:** Jobs with very high potential for exposure to known or suspected sources of SARS-CoV-2 during specific medical, postmortem, or laboratory procedures.

**Communicating with your faculty supervisor** will help you successfully complete an internship**,** clinicalplacements**,** curriculumpracticaltraining**,** optionalpracticaltrainingor field education program**.** If adjustments need to be made to your educational experience, it will be up to your faculty supervisor to determine what adjustments are most appropriate given the expectations of your program. Below are examples of topics you can discuss with your faculty supervisor:

* + Your progress on learning objectives and internship tasks
	+ Safety concerns you have about your clinical, field placement, and internship site
	+ Supplemental work (e.g., portfolio, assigned readings, presentation, paper) required for the clinical experience, field placement, or internship
		- Questions about your clinical experience, field placement, or internship, and ways you can share your experience on professional documents like a resume, cover letter, and LinkedIn profile

**REMOTE WORK**

Remote work may be a method in completing your clinical experience, field placement, practical training or internship. This depends on the employer, the requirements of the job, and requirements in your program. The following guidelines may help you with working remotely:

* + Consider co-creating a work or learning plan with your site and faculty supervisors
	+ Have a regular check-in and correspondence with your direct site supervisor via email, video call, or phone call
	+ Establish clear instructions and deadlines with your site supervisor
	+ Ask for regular feedback from your site supervisor on your assigned projects
	+ Keep a log of your projects that you can regularly send to your site supervisor

**IF YOU BECOME SICK**

* Stay at home
* Notify your supervisor and faculty advisor of your condition and discuss alternate work plans for the time you are away from the internship or clinical placement site.
* You should not attend clinicals, field placements, practical training or internships if you are asked to self-quarantine by public health authorities or the Parkside Student Health & Counseling Center.
* You should not participate in the care of known or suspected COVID-19 patients.

**References:**

McGill University-Office of Student Academic Services, [Summer 2020 Internships Safety Plan (Covid-19)](https://rangersuwp.sharepoint.com/sites/InternshipPlanning/Shared%20Documents/Downloads/Additional%20fees%20and%20out-of-pocket%20costs%20may%20be%20required%20for%20providing%20these%20assurances%20to%20the%20facility/institution.%20In%20all%20cases%2C%20you%20should%20verify%20what%20is%20required%20by%20each%20facility/institution%20with%20the%20Program%20Coordinator%20or%20Dean%20of%20your%20School%20of%20College.%20Examples%20include%3A).

OSHA [Guidance on Preparing Workplaces for COVID-19, Publication 3990-03 2020](https://www.osha.gov/Publications/OSHA3990.pdf).

San Francisco State University, Institute for Civic and Community Engagement, [Covid-19 Off-campus Academic Internship & Service Learning Placements.](https://icce.sfsu.edu/coronavirus-AI-SL-placements)

University of Maryland-Baltimore [Covid-19 Recommendations for USM Campuses as of March 6, 2020](https://www.salisbury.edu/news/coronavirus-updates/coronavirus-umb-recommendations.aspx).

University of Washington, [Student FAQs: COVID-19+Career](https://careers.uw.edu/student-faqs-covid-19-career/).

Yale, Office of Career Strategy, [Summer Plans and COVID-19](https://ocs.yale.edu/narrative/summer-plans-covid-19)

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**Examples of Job Experiences and COVID-19 Risk Exposure**

**Lower Risk (Caution):** Jobs that do not require contact with people known to be, or suspected of being infected with SARS-CoV-2. Examples include:

* Remote workers (i.e. those working from home during the pandemic)
* Office workers who *do not* have frequent close contact with coworkers, customers, or the public
* Manufacturing and industrial facility workers who *do not* have frequent close contact with coworkers, customers, or the public
* Healthcare workers providing only telemedicine services
* Long-distance truck drivers

**Medium Exposure Risk:** Jobs that require frequent/close contact with people who may be infected, but are not known to have or suspected of having COVID-19. Examples include:

* Those who may have frequent contact with travelers who return from international locations with widespread COVID-19 transmission
* Those who may have contact with the general public (e.g. in schools, high population density work environments, and some high-volume retail settings)

**High Exposure Risk:** Jobs with high potential for exposure to known or suspected sources of SARS-CoV-2. Examples include:

* Healthcare delivery and support staff (hospital staff who must enter patients’ rooms) exposed to known or suspected COVID-19 patients
* Medical transport workers (ambulance vehicle operators) moving known or suspected COVID-19 patients in enclosed vehicles
* Mortuary workers involved in preparing bodies for burial or cremation of people known to have, or suspected of having, COVID-19 at the time of death

**Very High Exposure Risk:** Jobs with very high potential for exposure to known or suspected sources of SARS-CoV-2 during specific medical, postmortem, or laboratory procedures. Examples include:

* Healthcare workers (e.g. doctors, nurses, dentists, paramedics, emergency medical technicians) performing aerosol-generating procedures (e.g. intubation, cough induction procedures, bronchoscopies, some dental procedures and exams, or invasive specimen collection) on known or suspected COVID-19 patients
* Healthcare or laboratory personnel collecting or handling specimens from known or suspected COVID-19 patients (e.g. manipulating cultures from known or suspected COVID-19 patients)
* Morgue workers performing autopsies, which generally involve aerosol-generating procedures, on the bodies of people who are known to have, or are suspected of having, COVID-19 at the time of death

**Additional workers who may have an increased risk:**

* + Other types of healthcare positions (including pre-hospital and medical transport workers, allied medical care professionals, and support staff)
	+ Emergency response (e.g., emergency medical services workers, firefighters, and law enforcement officers)
	+ Other postmortem care positions (e.g., funeral directors)
	+ Research or production laboratory workers
	+ Airline operations
	+ Retail operations, particularly those in critical and/or high-customer-volume environments
	+ Border protection and transportation security
	+ Construction
	+ Correctional facility operations
	+ Solid waste and wastewater management
	+ Environmental (i.e., janitorial services)
	+ In-home repair services
	+ Travel to areas where the virus is spreading
	+ Pastoral, social, or public health workers in jobs requiring contact with community members who may spread the virus
	+ Transit and delivery drivers, depending on their degree of close contacts with the public

\*\*This list is not comprehensive\*\*