

Lincoln Technical Institute schools in New Jersey follow guidance from the Center for Disease Control (CDC), the World Health Organization (WHO), the Division of Consumer Affairs as well as federal/state/local authorities including programmatic licensing boards to construct these standards and remain in compliance for safe school practice during this COVID-19 pandemic period. All staff, faculty, and students are required to follow these standard protocols below.

Facility Management

- Maintain an ample inventory of supplies for the Daily Wellness Station, facility cleaning, and personal protective equipment (supplies list provided to campus leadership)
- Staff a Daily Wellness Check station for review of wellness attestations, temperature checks, and determining clearance for on-site entry; limit entry points and exits to ensure only cleared individuals enter and do not cross paths with those exiting
- Set-up low touch and spaced working/learning stations where 6' social distancing is maintained
- Place clear signage to promote safe practices of social distance, face covering, and frequent hand cleansing
- Close off or limit access to school areas that are not essential to working/learning (i.e. lounges) or small spaces where social distance cannot be maintained (i.e. elevators)

Sanitation

- Frequently clean all high touch areas, classrooms, restrooms, equipment and shared surfaces after use and in between shifts using gloves, paper towels, and sanitizing spray with 60% or more alcohol base

Program Safety Guidelines

- Faculty follow the safety guidelines provided for their respective departments to ensure proper use and storage of personal protective equipment; students follow the instruction provided by faculty; for campuses offering Nursing - faculty and students complete a COVID-19 Infection Control and PPE course in preparation for clinical rotations

On-site Access

- Daily Wellness Check – all students, staff, visitors, and faculty complete a five question attestation daily and submit electronically or in hard copy form prior to touchless temperature screening; the attestation serves as a first step in the on-site clearance procedure
- Temperature Screen – all students, staff, visitors, and faculty participate in touchless temperature screening with a result of less than 100.4 degrees Fahrenheit before receiving clearance to enter the facility
- Limited size groups – staff, faculty, and student schedules are constructed to ensure adherence to the 6' social distancing practice; classes meet onsite according to planned staggered schedules and staff services are provided partially on-site by appointment and virtually; *Sample staggered onsite schedules reflect plans for 2-3 hour shifts, 2-3 days per week as opposed to 4-6 hour daily shifts, 4-5 days per week. Classes meet online for remaining required hours.*

Safe Practice

- Face covering – all students, faculty, visitors, and staff are required to wear a multi-layer face cover reaching from the chin, over the mouth and nose at all times; *Note: Those face covers are to be plain or patterned with no writing or images with the exception of a Lincoln logo (not required)*
- 6' Social Distancing – all students, faculty, visitors, and staff must maintain a social distance of 6' on school premises; proper use of personal protective equipment is used during skills activities and/or whenever distance cannot be maintained
- Hand Cleansing – sanitizer is provided at the Daily Wellness Station and throughout the school along with soap and water in the rest areas and at the sinks; all individuals practice frequent hand cleansing prior to and following work activities, after restroom use, touching surfaces/face; posters for proper hand cleansing are displayed around the school for reference

Oversight and Reporting

- The Lincoln Health Communications Response Team provides oversight of school protocols, establishes COVID-19 guidance, maintains a log of contact tracing through use of the Daily Wellness Check, and ensures reporting of potential cases to the local office of emergency management