

**REDCap SAFE on Campus  
(UMB Daily COVID-19 Symptom and Exposure Monitoring Program)**

UMB has launched an online daily symptom monitoring program for all members of the UMB community, including faculty, staff, and students. All students will need to respond to screening questions about COVID-19 symptoms or recent exposures prior to attending any face-to-face learning activities. These include, but are not limited to, clinical site experiences, simulation, and classroom lectures.

Faculty will monitor student compliance and respond as appropriate to any abnormal screens. Students should answer the symptom screening truthfully and follow directions in the response email about actions to take if symptoms develop.

**Implementation Plan**

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<p><b>Registration</b></p> <ul style="list-style-type: none"> <li>• Students will receive an email with a link to register for an account.</li> <li>• This registration requires basic demographic information, including degree and specialty track.</li> <li>• Students should enter their umaryland.edu email address to receive reminders and responses from the system; they may enter a second email address (such as a personal email address) if they choose.</li> <li>• Students will enter the name and email address of their program director in the space designated “supervisor” during registration.</li> <li>• Students in more than one academic program should enter the name and email address of the program director of the second program in the space designated “secondary supervisor.”</li> <li>• TAs and RAs should enter the name and email address of their direct supervisor in the space designated “secondary supervisor.”</li> </ul>	<p><b>Students should enter the information below during registration.</b></p> <p><b>Program, Program Director/Faculty Names and Emails (to be listed as “supervisor” during registration):</b></p> <p><b>BSN</b>            BSN Baltimore/SG (Jana Goodwin): <a href="mailto:NRSBSN@umaryland.edu">NRSBSN@umaryland.edu</a>            RN-to-BSN (Linda Murray): <a href="mailto:NRSRNBSN@umaryland.edu">NRSRNBSN@umaryland.edu</a></p> <p><b>MSN</b>            CNL (Sherrie Lessans): <a href="mailto:NRSCNL@umaryland.edu">NRSCNL@umaryland.edu</a>            HSLM (Nancy Lerner): <a href="mailto:NRSHSLM@umaryland.edu">NRSHSLM@umaryland.edu</a>            NI (Eun-Shim Nahm): <a href="mailto:NRSINFO@umaryland.edu">NRSINFO@umaryland.edu</a>            CPH (Allison Davis): <a href="mailto:NRSCPH@umaryland.edu">NRSCPH@umaryland.edu</a></p> <p><b>DNP</b>            CRNA (Jacqueline Mitchell): <a href="mailto:NRSCRNA@umaryland.edu">NRSCRNA@umaryland.edu</a>            AGACNP/CNS (Ameera Chakravarty): <a href="mailto:NRSAGACNP@umaryland.edu">NRSAGACNP@umaryland.edu</a>            AGPCNP (Brenda Windemuth): <a href="mailto:NRSAGPCNP@umaryland.edu">NRSAGPCNP@umaryland.edu</a>            FNP Baltimore/SG (Bridgitte Gourley): <a href="mailto:NRSFNP@umaryland.edu">NRSFNP@umaryland.edu</a>            PMH (Charon Burda): <a href="mailto:NRSPMH@umaryland.edu">NRSPMH@umaryland.edu</a>            NNP (Janice L Wilson): <a href="mailto:NRSNNP@umaryland.edu">NRSNNP@umaryland.edu</a>            PNP (Anne Felauer): <a href="mailto:NRSPNP@umaryland.edu">NRSPNP@umaryland.edu</a>            PMDNP (Susan Bindon): <a href="mailto:NRSPMSDNP@umaryland.edu">NRSPMSDNP@umaryland.edu</a></p>

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	<p><b>PhD</b> PhD (Kirsten Corazzini): <a href="mailto:NRSPHD@umaryland.edu">NRSPHD@umaryland.edu</a></p> <p><b>Post-Baccalaureate Certificate Programs</b> PBC (Bim Akintade): <a href="mailto:NRSCERT@umaryland.edu">NRSCERT@umaryland.edu</a></p> <p>*PhD/research students not enrolled at UMSON should enter the email address of their UMSON research advisor as their secondary supervisor contact email address.</p> <p>*Students in more than one program should list the name and email address of the program director of the second program in the space designated “secondary supervisor.”</p> <p>* TAs/RAs who need to be on campus should list the email address for their program director as the primary email and their direct supervisor (the faculty member they report to in their TA/RA role) as the secondary email.</p>
<b>Screening Process</b>	
<ul style="list-style-type: none"> <li>• Students will receive an email at 4 a.m. daily with a unique link to the screening form (link is valid for the current day only; it will expire at end of the day).</li> <li>• A reminder will be sent if the form is not completed by 7 a.m.</li> <li>• Students should test this using their most convenient device – cell phone, tablet, or computer. The survey should work from any device.</li> <li>• Students will indicate if they are participating in any face-to-face learning. <ul style="list-style-type: none"> <li>○ If the answer is no, no additional information is needed. Submitting this answer will close the survey form.</li> <li>○ If the answer is yes, students will answer specific questions about where they are going and any new/unexplained symptoms, as well as any known recent COVID-19 exposures.</li> </ul> </li> </ul>	<p><b>Students</b></p> <p>Students are expected to respond to the email daily either by opting out (if they do not plan to be on campus or at an experiential learning site that day) or completing the survey (students coming to campus and/or participating in experiential learning).</p> <p>Students in fully online programs with practicum experiences are expected to complete the screen daily.</p> <p>Students who are not expected on campus for the duration of the semester and are not participating in clinical or practicum activities may elect to opt out of the REDCap program by submitting a change request. Submitting this request generates an email confirmation that copies the supervisor. If the supervisor agrees with the request, no action is needed. If the supervisor does not object to the requested change within 24 hours, the change is made automatically in the system.</p> <p><b>Faculty</b></p> <p>Faculty who are not scheduled to be on campus may opt out of the REDCap program by submitting a change request. Submitting this request generates an email confirmation that copies the supervisor. If the supervisor agrees with the request, no action is needed. If the supervisor does not object to the requested change within 24 hours, the change is made</p>

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	<p>automatically in the system.</p> <p><b>NOTE:</b> There may be a processing delay of a few days during high-volume times.</p>
<b>Reporting Screening Results</b>	
<ul style="list-style-type: none"> <li>• After a student submits the form, the system will send an email to the student and testing supervisor email account with one of the following messages: <ul style="list-style-type: none"> <li>○ Confirmation that they are not going to campus or an experiential learning site.</li> <li>○ Normal Screen: The student is cleared to go to campus or experiential learning.</li> <li>○ Abnormal Screen: The student should NOT go to campus or experiential learning and will be provided with directions for contacting the COVID-19 Hotline.</li> <li>○ Abnormal Screen along with a message that this may represent an error, as all “yes” answers were checked. The student should forward the email to the appropriate email address with the message that the abnormal screen is an error and confirm that they have no symptoms.</li> </ul> </li> </ul>	<p>If students forget to complete screening and arrive on campus or at their clinical site, they will be required to complete the screening on campus or at the clinical site. If the result is positive, the student will be asked to leave. If negative, the student will be allowed to join the rest of the group.</p> <p><b>For students with positive screens:</b></p> <p><b>Students</b></p> <ul style="list-style-type: none"> <li>• Stay home and do not travel to campus or to experiential learning sites.</li> <li>• Send an email to your course/clinical faculty member.</li> <li>• For DNP or practicum students, send an email to your preceptor to let him/her know you are ill and cannot report to clinical.</li> <li>• For PhD and research students (including those not enrolled at UMSON), send an email to your UMSON research advisor to let him/her know you are ill and cannot report to clinical.</li> <li>• Call UMB’s COVID-19 Hotline (800-701-9863). UMB Occupational Health or Student Health will also be notified if you reported symptoms. The specific symptoms reported will be treated as personal health information and will not be shared with program directors/faculty or research advisors.</li> <li>• When you call the COVID-19 Hotline (800-701-9863), an operator will take your information, and a nurse case manager will return your call, usually within one to two hours during business hours (longer at night and during weekends). The case manager will make recommendations about whether you can come to campus or whether you need to quarantine and can also provide information on testing, isolation, and when you can return to UMB.</li> </ul> <p><b>Supervisor (Course Faculty/Specialty Director)</b></p> <ul style="list-style-type: none"> <li>• Contact clinical faculty so they are aware.</li> <li>• Contact the clinical simulation labs (CSL) to ensure students are not admitted for on-campus activities (Baltimore: <a href="mailto:NRSClinicalSimulations@umaryland.edu">NRSClinicalSimulations@umaryland.edu</a>;</li> </ul>

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	<p data-bbox="857 233 1463 264">USG: <a href="mailto:NRSClinicalSimulationsUSG@umaryland.edu">NRSClinicalSimulationsUSG@umaryland.edu</a>).</p> <p data-bbox="769 306 1495 333">Once the CSL team receives an email about a positive screen:</p> <ol data-bbox="808 342 1516 583" style="list-style-type: none"> <li data-bbox="808 342 1409 405">1. The CSL administrator reviews the information received.</li> <li data-bbox="808 413 1516 512">2. The CSL administrator reports any student with a positive screen scheduled to attend labs that day to the assigned on-campus skills coordinator.</li> <li data-bbox="808 520 1503 583">3. The on-campus skills coordinator confirms the student is not present for the scheduled event.</li> </ol>
<b>Reviewing Screening Results</b>	
<ul data-bbox="115 667 732 1016" style="list-style-type: none"> <li data-bbox="115 667 732 800">• Students present a copy of their email (Normal Screen) to their preceptor or instructor to confirm that they have completed the process and are clear to be in class/simulation/clinical.</li> <li data-bbox="115 808 732 907">• Course faculty and specialty directors have access to the “supervisor email” to verify that students have completed the daily screener.</li> <li data-bbox="115 915 732 1016">• The supervisor receives a copy of the same email as the student and will not have access to any private health information submitted.</li> </ul>	<p data-bbox="760 663 1122 695"><b>Entry-Level and DNP Students</b></p> <p data-bbox="760 726 1471 825"><b>Clinical faculty are responsible for ensuring students have Normal Screens prior to participating in on-campus and/or experiential activities.</b></p> <p data-bbox="760 867 1503 1005">When students arrive on campus and present their student ID cards to the security officer, they should proceed to the safety check area (Room 140 for Baltimore and Auditorium for SG) while maintaining social distancing.</p> <p data-bbox="760 1047 927 1079"><b>PhD Students</b></p> <p data-bbox="760 1121 1503 1289">When students arrive on campus and present their student ID cards to the security officer, they should proceed to their designated research areas only after their research advisor has reviewed their daily symptom checklist and approved their entry.</p> <p data-bbox="760 1331 1516 1430">For PhD students not enrolled at UMSON, the UMSON research advisor assigned to them is designated as the secondary supervisor and is responsible for reviewing their daily screen.</p> <p data-bbox="760 1472 1495 1503"><b>Standardized Patient Program (School of Medicine Students)</b></p> <p data-bbox="760 1545 1503 1684">When students arrive on campus and present their student ID cards to the security officer, they should proceed to the safety check area (Room 140 in the UMSON building) while maintaining social distancing.</p> <p data-bbox="760 1751 1511 1881"><b>CLINICAL FACULTY/SUPERVISORS ARE EXPECTED TO CAREFULLY REVIEW EACH STUDENT’S MOBILE DEVICE TO ENSURE THEY HAVE BEEN CLEARED AND ARE ABLE TO PARTICIPATE IN ON-CAMPUS OR CLINICAL ACTIVITIES. PLEASE</b></p>

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	<p data-bbox="760 239 1479 300"><b>CHECK THE MESSAGE FOR THE DATE AND TIME TO ENSURE THEY ARE ACCURATE.</b></p> <p data-bbox="760 344 1520 405">Once cleared, students can proceed to the relevant experiential learning areas.</p> <p data-bbox="760 449 1495 548">If students appear symptomatic (coughing, sneezing, nausea/vomiting, otherwise ill), faculty will excuse them from the experiential activity.</p>