



01 Dec 20

Action POC: Tony Colón, Director Safety, ajcolon@nps.edu

Subj: General Procedures– NAVAL POSTGRADUATE SCHOOL COVID-19 RESPONSE

Purpose: Purpose: To promulgate local general procedures regarding response to COVID at the Naval Postgraduate School (NPS).

Assumption: Everyone is infected and asymptomatic.

Authority: Personnel shall abide by these procedures, which are enforceable via SECNAVINST 12752.1A Encl (3) or UCMJ art 92 under disobedience to constituted authorities or disobeying a direct order, respectively. Personnel not following procedures will be considered to be endangering the safety of others.

Responsibility: All individuals assume personal responsibility for their actions while conducting official business in NPS spaces.

Face Coverings (non-fit tested masks):

Ref Docs: NAVADMIN 100/20 and NAVADMIN 298/20

- Coverings with an exhaust valve and neck gaiter style face coverings are prohibited at NPS.
- Coverings will always be worn while indoors, unless alone in a private space.
- Coverings will be worn outside when 6 ft of physical distancing cannot be maintained or when walking by others. Coverings should always be available.
- Coverings will fit snugly but comfortably against the face and fit over the nose and the chin.
- Full face coverings (like ski masks) are not authorized.
- Coverings must be secured with ties or ear loops.

Cleaning Materials:

- The owning department will be responsible for ordering, use and disposal of cleaning materials.

Do not come in if:

- You are sick.
- If someone in your household is sick.
- If you have been in close contact with someone who is sick. (close contact: <6ft, >15min total in 24hours).
- Ask yourself:
 - “Have I felt like I had a fever in the past day?”
 - “Do I have a new or worsening cough today?”
 - “Do I have any of these other symptoms?”
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat

- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

If Positive or answered “yes” to the above:

- **Notify your supervisor immediately.**

Supervisor: If individual identifies as being sick with flu-like symptoms or has been in close contact with a positive case, notify your chain of command and follow procedures below.

At the Gate:

- Wear a face covering.
- Answer questions by Security Guard.

At the Location:

- If meeting in a group, you will have to answer the questions again, and fill out contact log described in specific Quarter Procedures.

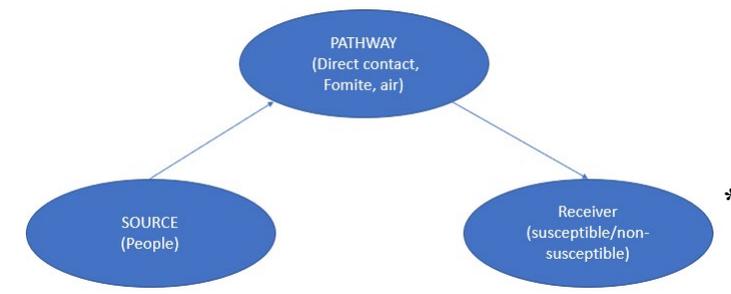
Bathrooms:

- For classes, the usage of bathrooms will be maintained at no more than one person, to the maximum extent possible.

Actions:

Break the triangle from source, via pathway to receiver:

- **Control the Source;** Utilize face coverings when around other people within 6ft outdoors, inside always unless alone in personal area or office. Disallow personnel who are showing symptoms to come on campus and don’t come in if sick.
- **Control the receivers;** have susceptible/vulnerable populations self-identify and not come to campus to the maximum extent possible.
- **Control the environment:** indoors, ensure properly working HVAC system or open windows, more fresh air is better. Clean high touch surfaces and Wash hands.



**Note: We are all susceptible, to varying degrees, what changes is “how” susceptible you are.*

REMEMBER:

If you are sick with shortness of breath, cough, Fever/chills, or other Influenza-like symptoms

Do not go to ER*

- First step is to rule out other Acute Respiratory illness (like the flu) .
 - **For Servicemembers**, below is the following protocol for testing:
 - 1) Walk-in testing is available for symptomatic patients only at POM daily from 0630-0800.
 - 2) All asymptomatic testing must be coordinated ahead of time via MAJ Patton, contact ajcolon@nps.edu for assistance.
 - See the following link for more information: <https://www.chomp.org/coronavirus/>
 - **For Veterans**: go to <https://www.publichealth.va.gov/n-coronavirus/> also Veterans can sign into My HealthVet (<https://www.myhealth.va.gov/mhv-portal-web/web/myhealthvet/secure-messaging-spotlight>) to send a secure message to VA or use **telehealth options** (<https://telehealth.va.gov/type/home>) to explain their condition and receive a prompt diagnosis. Or **1-800-455-0057 (select #4)**
 - **For Tricare Beneficiary**:
 - Call the Military Health System **Nurse Advice Line** (MHS NAL) at **1-800-874-2273, Option 1** or
 - Web or video **chat with a nurse**: <https://www.mhsnurseadvice.com/home>
 - VA/DOD GOURLEY CLINIC contact 866-957-2256
 - **For Others**: Contact your Primary Care provider, or **E-Consult**; CHOMP, Montage Medical Group **831-622-8001** Montage Health free coronavirus E-Visit (virtual) available 24 hrs online <https://evisit.montagehealth.org/> <https://www.chomp.org/coronavirus/if-you-have-symptoms/#.X8cHPGhKjIU>
 - **Free testing sites in Monterey County**
 - There are **options for free testing** in Monterey County and you do not need to have symptoms.
 - Planned Parenthood offers free testing at Monterey Peninsula College. Up-to-date testing days and times
 - Monterey County residents can also get free tests in Salinas, Greenfield, Watsonville, and Hollister. Appointments: (888) 634-1123 or <https://lhi.care/covidtesting>
- See the following link for more information: <https://www.chomp.org/coronavirus/>
- **Positive Individual or Close Contact**:
 - If positive for COVID, immediately commence Isolation.
 - If a close contact, immediately commence quarantine.
 - **Notify your supervisor.**

- If Active Duty (AD) or AD Spouse: As well, Call the Presidio of Monterey Department of Public Health at **831-242-4826** or **831-234-9510**.
 - DOD Civilian personnel or Civilian Spouse: Notify your supervisor of results or of close contact.
- **Supervisor**: Notify your chain of command
 - **Chain of Command**:
 - Contact Approval Chain of command Chair/Staff member Dean/Director Provost/COS, as well:
 - Send e-mail (christopher.r.miller@nps.edu and ajcolon@nps.edu) with information (sans names) of personnel sick.
 - See NPS Procedures for details on reporting and investigation