

# SEARK Academic Affairs Plans for Instruction during Spring 2021

SEARK is planning for our Spring semester, with providing quality instruction in safe environment for students, faculty and staff as our primary focus. Students who are able will return to socially distanced classes, but there will be flexibility for students to alternate between in person and remote attendance, through a model called “Hyflex.”

## **Instructional Model**

Contingency 1: Hyflex Instruction with social distancing on campus & On Zoom, labs & clinicals socially distanced in small groups

**HYFLEX Classes:** Most instruction will be conducted via a “Hyflex” model. **Hyflex** combines opportunities for face-to-face instruction, and for remote learning for those who do not feel safe, or who are unable to attend in person. Students may attend classes in person or remotely via ZOOM. **Hyflex** is a combination of face-to-face and electronic instruction, with flexibility built in to allow in-person attendance, when possible, and remote attendance when it is not possible to attend in person. Assignments, quizzes, tests, lectures and activities will all be made available on Moodle, along with other learning resources, and students will be required to complete and submit work through Moodle.

## **Classroom Social Distancing**

All classrooms have been arranged for appropriate social distancing. Masks are required at all times when on campus.

## **Labs & Clinical Rotations**

**Labs and Clinical:** Lab hours for science, technical and other skills labs will be completed during their regularly scheduled periods in-person. Clinical hours will be completed according to the guidelines set by the accrediting bodies of the programs and the healthcare facilities. More information on labs and clinicals is included below in this document.

## **Traditional E-Learning (i-net), All-work-online Courses**

**E-Learning Classes:** Many courses will be offered to students completely via e-learning technology through Moodle and **NOT at a specifically scheduled time (known as asynchronous)**. Instructors will be available to answer questions by email or other conferencing technology, and a limited number of interactive sessions will be held via Zoom, conference call or chat rooms.

## **Self-screening & Face Covering**

**Coming to Class on Campus:** Requirements for those attending class on campus will include: self-screening before coming to campus, students and faculty all wearing masks or face shields at all times, social distancing in the classroom, and staggered beginning and ending times to avoid crowds entering and leaving the building. There will be clearly marked entrance and exit points for each building, and everyone will be asked to adhere to the traffic patterns defined in each building.

## **Contingency Plans in the Event of an Outbreak of Covid-19**

In the event of a complete campus closure due to another spike in cases of COVID-19, all instruction will be migrated to e-learning instruction via Moodle, with continued regular electronic interaction via Zoom, for the time period during which the campus is forced to close, following this hierarchy:

- Contingency 2: Hyflex Instruction with faculty only on campus via Zoom, only students on campus for labs & clinicals socially distanced in small groups
- Contingency 3: Hyflex Instruction with faculty working remotely from home via Zoom, labs & clinicals socially distanced in small groups as conditions allow
- Contingency 4: Shift to complete e-learning via Moodle, if for some unseen reason Zoom was not available, labs & clinicals to be completed when conditions are safe

## **Accessing WIFI**

The Shark Pond internet access has been moved to the parking lot on the South side of the Technology building. We will also be providing a complete list of other free wifi in our area. The College is aware of the need for access to technology and are making plans to be able to accommodate as many of those needs as possible. More information will be provided.

<b>Public Libraries Wifi Availability</b>			
<b>Public Library</b>	<b>Wifi-parking lot</b>	<b>Password</b>	<b>No password</b>
Pine Bluff Jefferson County	X		X
Watson Chapel Branch	X		X
White Hall Branch	X		X
Redfield Branch	X		X
Alzheimer Branch	X		X
Star City	X	8706284711	
Cleveland County - Rison	parking lot & patio		X
Kingsland	X		X
Dallas County – Fordyce	X	Dallford2	
Grant County – Sheridan	X	ilovereading	

For affordable home internet options, please see the following links:

<https://arkansasag.gov/consumer-protection/technology/phone/lifeline-and-link-up-programs/>

<https://www.att.com/internet/access/>

<https://www.highspeedinternet.com/resources/are-there-government-programs-to-help-me-get-internet-service>

<https://broadbandnow.com/guides/low-income-internet>

## **Library Services**

The Library will be open to students on a limited basis with social distancing in effect, by appointment through waitlist. Students will be able to make an appointment on the website for a specific time to use the study rooms or computers. Time windows for library use will include a 2-hour period in a study room or on computers. Checking out books may be done using the website, by requesting the book or resource be placed on hold and the student may then go to the library to pick up those requested resources.

## **Tutoring Central**

Tutoring services will be available remotely, via Zoom, or in a limited, in-person, socially distanced model. Appointments will be necessary for all tutoring sessions and will be scheduled based on availability of tutors and appropriate safety concerns. Faculty will also be available for tutoring in socially distanced sessions in classrooms or via Zoom, by scheduling an appointment with the faculty member. More information will be available on the Tutoring Central page on the website, or by emailing Tutoringcentral@seark.edu.

# **GENERAL STUDIES DIVISION CONTINGENCY PLANS FOR LABS & PRACTICUMS**

## **Early Childhood Development Center Plans for Reopening**

**Reopening Date:** January 4, 2021

### **Update to Ratios Due to Covid-19:**

\* The State is now requiring facilities to limit group sizes to no more than a group of ten. No more than 10 individuals will be allowed in any one area at this time (this count includes both children and adults). This requirement may change as public schools begin to reopen and/or positive cases within the State either continue to rise or begin to decrease significantly.

### **Child Drop-Off/Pick-Up Procedures:**

\* All individuals will be required to wear masks upon the premises of the child development facility.  
\* Individuals dropping off or picking up a child will not be allowed into the child development facility. This also includes parents. The State has provided waivers for parents to complete that will allow for

staff to sign children in and out. Due to the low number of staff within the early childhood facility, it would be safer to implement some sort of scanning technology that would allow parents to scan their children in and out at the door. A method such as this would allow us to prevent parents from entering the building and at the same time protect the limited staff from possible liabilities associated with checking children in and out on a daily basis.

- \* All individuals will be screened (this includes all children) before children are allowed to be dropped off. Temperature checks will also be done before children are admitted into the building.

- \* Due to the shortage of early childhood staff we are currently researching possible apps or systems that will allow parents to answer screening questions prior to exiting their vehicles. Our desire is to have parents complete the screening questionnaire and then wait to receive an approval to exit their vehicles and bring their child to the door for a temperature check. This will ensure social distancing at the main entry and will also prevent staff from being bombarded with several check-ins at the same time.

- \* In the instance that children have a fever or exhibit any of the symptoms listed on the screening questionnaire, center staff will refuse care to the child. Children will not be allowed into the child development facility exhibiting any symptoms of the screening list. The child care facility will utilize the screening list made available for child care providers on the State website.

#### **Parent Meetings/Parent Teacher Conferences/Home Visits:**

- \* All parent meetings and parent teacher conferences will be facilitated via Zoom. In addition, staff will not be permitted to go into family homes this year in order to facilitate Home Visits. All Home Visits will be conducted via Zoom unless the family advocate uses a different platform or either the program is instructed by UAPB EHS Administration to resume Home Visits in the spring semester due to significant decrease in Covid-19 case numbers.

#### **Parental Involvement Activities and/or Celebrations:**

- \* In efforts to protect children and staff and prevent the spread of the virus, parents, family, and friends of children will not be permitted into the facility for group activities or celebrations. We will encourage alternative parental involvement and engagement activities for our children and families throughout the academic year.

#### **Labs Experiences:**

- \* Currently students are not being allowed into child care facilities to complete field and practicum hours.

- \* The NAEYC accrediting body has stated that additional guidance is forthcoming regarding students who are not able to complete Key Assessments due to the closure of facilities, and the banning of outside individuals from child care facilities. NAEYC has stated that although, programs will be required to submit documentation that presents challenges experienced due to Covid-19, they will not prevent students from graduation if certain assessment requirements have not been met or completed. Programs will be required to present what they have put into place to provide the best possible experiences for students in the absence of field or practicum experiences.

- \* The State has yet to give a clear response other than the guidance of prohibiting entry to anyone outside of the facility and keeping individual group numbers to 10 or below. It was discussed that students would be allowed inside facilities if they are serving in the capacity of a staff member but would be required to meet all staff requirements put forth by the State.

- \* Both above mentioned governing agencies have failed to provide straight forward guidance in this area. In efforts to prevent possible exposure to children and staff, and to minimize the spread of the

virus, I feel it is best to prohibit students from entering the classrooms to complete field or practicum hours at this time. We may be able to allow students to complete hours outside of actual classroom but not inside. Students who will be assisting in covering staff will only be allowed within the classroom if they are actual part-time employees covering for teachers or staff during periods of absence.

## **Science Labs**

**Students enrolled in on-campus sections of science courses will be expected to attend and complete labs in person**, using social distancing, on campus, unless the College is forced to close to in-person instruction.

In the event that we close in-person instruction and convert to remote instruction only, the following procedure will be implemented for all face-to-face science laboratory classes.

1. Students will have access to a Moodle shell lab course.
2. Fulltime faculty will collaborate and create virtual labs that mirror what is done in on-campus labs.
3. Students will complete virtual labs via Moodle.

## **NURSING & ALLIED HEALTH DEPARTMENT CONTINGENCY PLANS FOR LABS & PRACTICUMS**

### **Certified Nursing Assistant Clinical Plans**

Everything is approved through The Office of Long Term Care.

Plan A with OLTC approval we will have clinicals, but at this time nothing has been approved.

Plan B If OLTC hasn't approved us to return to the Nursing Home we will utilize the simulation lab and virtual simulation as possible to achieve the clinical skills goal.

Plan C If college closes, we will use virtual simulation as permitted by OLTC.

If OLTC permits us to go into the nursing home we will consult with nursing homes to assist with a memorandum of agreement.

### **Emergency Medical Sciences Clinical & Field Internship Plans**

Emergency Medical Sciences (EMS) students are required to complete hospital hours and ambulance hours. Due to the COVID-19 pandemic, these required hours may be delayed, altered, cancelled or completed in alternate ways such as in the high fidelity simulation lab. Every skill taught in the EMS program will be evaluated and reviewed in the laboratory phase and will be enhanced with the high fidelity simulation. With many facilities implementing restrictions or not accepting students, the EMS division, EMS program medical director along with its program advisory committee (PAC) have agreed to

accept skills performed in lab and on high fidelity simulation at a rate of 5:1. For every 5 successful skill completion, it will count as 1 live completion. This method is not preferred but is an accepted contingency plan with the EMS program, medical director, PAC, state EMS office and accrediting body (CoAEMSP/CAAHEP). This will only apply to “required skills evaluation” and is not an acceptable method for “capstone” hours as required by CoAEMSP/CAAHEP standards. Skills such as patient assessments, bandaging and splinting, immobilization procedures, intravenous access, intramuscular injections, cardiac monitoring and the like skills may be completed this way in the event that field internship and clinical hours are unable to be completed but to lack of clinical site openings. This will not apply to lack of student scheduling or unwillingness to complete clinical, field internship or capstone time.

## **Phlebotomy Clinical Plans**

The advent of Covid-19 Virus has caused the college to seek alternative methods for students to complete classroom, laboratory and clinical requirements. Classroom experience may be a combination of in person class participation, and zoom conference.

On campus lab. will be conducted in the allied health laboratory on campus. All labs will be conducted in small groups of five or less, utilizing PPE and strict social distancing.

Clinical will be held at JRMC, JML, Family Medicine of White Hall and Jefferson Comprehensive Care. At all location students will be required to adhere to all facility rules and wear PPE and practice social distancing whenever possible. Clinical will be conducted on a one on one practice. Students will be rotated between clinical sites as needed.

### **Contingency Plans:**

Plan A – As outlined above

Plan B – Suspend classroom lab and clinical in the event of rising Covid-19 cases that would require the college and clinical sites to re-evaluate/close.

Plan C – Allow additional time for students to complete course requirements depending upon direction of the pandemic.

All of the above will be made available to students in person or by way of social media.

We will work with our students to meet all program objectives and continue to provide the safest learning experiences possible.

If you have any questions or need additional information you may contact me at [devans@seark.edu](mailto:devans@seark.edu) or [jwells@seark.edu](mailto:jwells@seark.edu).

## **Practical & Registered Nursing Programs Clinical Plans**

With the prevalence of COVID-19 in the United States, our plan is to provide you with the best learning experiences possible, and that includes providing practicum experiences in both the acute care settings, community settings, and simulation lab. Our goal is to maintain safe

practicum experiences for students, clients, staff, and faculty while remaining in compliance with our regulatory and accrediting bodies.

#### Plan A

1. Students will be assigned practicum experiences weekly.
2. Students (and faculty) will wear masks (cloth or surgical) while in the classroom, simulation lab, skills lab, acute care setting, and in the community setting.
3. Students (and faculty) will also practice social distancing when possible.
4. Students (and faculty) will practice strict hand hygiene.
5. Faculty will plan for smaller groups to rotate through the acute care setting, community setting, and simulation lab.
6. Students who test positive for COVID-19 must:
  - a. Quarantine for 14 days
  - b. Have at least one (or two) negative test before returning to campus
7. Students who have encounter a client who has tested positive for COVID-19 must:
  - a. Quarantine for 14 days
  - b. Have a negative test before returning to campus

Currently, our main practicum site, Jefferson Regional Medical Center (JRMC), has granted permission for us to resume clinical on their campus for the Fall 2020 semester. There are conditions that must be met for us to utilize JRMC's campus:

1. Students will not be assigned to units that have clients diagnosed with COVID-19 nor will students be assigned to clients under investigation for COVID-19.
2. Students will always be to wear appropriate personal protective equipment (PPE) while on the campus of JRMC.
3. Students will utilize the entrance of JRMC's campus on West 42<sup>nd</sup> Street (employee entrance) and will be screened prior to entrance.
4. Students (and instructors) must sign an addendum to the Memorandum of Agreement for JRMC that each understands the risk for exposure to COVID-19.

Our hope is that we can provide the practicum learning experience that our students anxiously await – hands-on learning. As we continue to monitor the current pandemic, we will plan accordingly and work with our students to meet all program objectives and continue to provide the safest learning experiences possible.

Plan B, if our practicum site refuses us due to increased COVID-19 cases, we will utilize simulation labs, virtual simulations, interactive case studies and modules.

Plan C, if the college has to close once again, we would incorporate virtual simulations, interactive case studies, and modules.

### **Radiologic Technology Clinical Plans**

As everyone is dealing with the Covid-19 Virus, I would like to discuss your clinicals (Practicum) moving forward. I have been talked with each of your clinical sites and they all agree that it is crucial to have you attend clinicals while in your educational program. There is no replacement for real-life hands-on learning. You have chosen to work in the medical field where you will be in contact with other contractable disease processes as well.

Our objective is to keep you as safe as possible while you gain experience and knowledge in the clinical setting. Most of your clinical sites are owned by Jefferson Regional Medical Center. Before going to clinic, you will be required to sign the Memorandum of Agreement which states which entry point you will enter each time you enter the facility and you will be screened before entering. You must also wear a mask all day while you are in clinic. You must provide your own mask. The Covid-19 patients are contained on certain floors which you will not be allowed to enter. Clinical sites other than those owned by JRMCC have similar policies and we will inform you of the entry point at those sites.

**Clinical contingency plan:**

Plan A- Clinicals as discussed.

Plan B- Clinicals would be reduced to 75% in clinic and 25% in classroom lab.

Plan C- Clinicals would be reduced to 50% in clinic and 50% in classroom lab which would delay your graduation.

Plan D- Clinicals would be reduced to 25% in clinic and 75% in classroom lab which would delay your graduation.

Plan E- Suspend Clinic until appropriate time which would delay your graduation.

If you have any questions feel free to contact me at [tpierce@seark.edu](mailto:tpierce@seark.edu) or 870-543-5941.

Thank you,

*Tina Pierce*  
Program Coordinator, Radiology  
870-543-5941

### **Addendum to Memorandum of Agreement**

The University shall ensure that all students and instructors understand the potential risk for exposure to COVID-19 when returning to clinical rotations at Jefferson Regional Medical Center. The University shall be responsible for determining that students and instructors:

- Have had no to low exposure with a known COVID-19 positive person
- Have not exhibited symptoms consistent with COVID-19 including but not limited to: fever, headache, chills, cough, shortness of breath
- Have not recently traveled out of the country
- If any of the above are answered in the affirmative, ensure student or instructor has been tested with negative results for COVID-19. Results will be provided upon request by Jefferson Regional Medical Center.

Students will not be assigned to any known COVID-19 positive patients or any patients under investigation (PUI) for COVID-19. Students and instructors are required to follow hospital policy regarding appropriate PPE for all patients. Students and instructors are required to wear a surgical mask at all times while at Jefferson Regional Medical Center. Students and instructors should enter at the employee entrance on 42<sup>nd</sup> street. Students and instructors will be screened prior to entrance.

\_\_\_\_\_  
Student Name (Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
School

### **Respiratory Care Technology Clinical Plans**

As a Southeast Arkansas College Respiratory Technology Student, we wanted to provide you with correspondence that is intended to provide guidance and a plan for us and our students as we have been impacted by COVID-19. In order to remain compliant with our regulatory and accrediting body, the Commission on Accreditation for Respiratory Care (CoARC) which as provided some flexibility addressing these current circumstances. Accordingly, **if** face-to face instruction and learning activities are disrupted by campus closures, then distance education may be utilized to continue instruction and learning activities with the didactic portion of your courses.

Our beginning students entering the Fall Semester are not required to attend Clinical in their first semester. Therefore, the clinical portion of this plan will still be carried out if we are interrupted during your second term. As we will be going forward, we will utilize the Contingency Plan below.

Our priority is to keep you safe as possible while providing you with the best learning experiences possible, and that includes providing clinical experiences in all settings. While we have over 10 Clinical Sites, each site might require separate procedures and addendums for our Memorandum of

Agreements. While one or several sites may shut down, we will be ever evolving in the clinical areas and may need to transfer you to another clinical facility.

Jefferson Regional Medical Center is our Major and hometown site. Before entering this site, you will be required to sign the addendum for our Memorandum of Agreement which states the student and instructor understands the risk for exposure to COVID-19.

1. Students will not be assigned to any known COVID-19 positive patients or any patients under investigation for COVID-19.
2. Students will always wear appropriate personal protective equipment (PPE) while on the campus of JRMC.
  - a. Respiratory Therapy students are **required to wear a N95 mask**, when treating patients as we mainly use aerosol type treatments, suctioning, ect. This is a requirement from all clinical facilities for RT students.
3. Students will enter JRMC's campus on West 42<sup>nd</sup> Street (employee entrance) and will be screened prior to entrance. Students will supply their own surgical masks for entrance to clinical facilities.

### Clinical Plan

Plan A – Clinicals as scheduled.

Plan B – If we see a reduction of admittance in some clinical sites, students will be reassigned to different clinical facilities if possible, to maintain hands on patient contact. To maintain your clinical skills, small groups may be assigned to simulation hours. COARC does not recognize simulation as replacing hands on clinical experience.

Plan C – If our Clinical training is suspended there may be a delay in program completion until such time it is safe to bring students back on campus and we can attend suitable clinical sites.

### Lecture and Lab Plan

1. Students (and faculty) will wear masks (cloth or surgical) while in the classroom, simulation lab, skills lab, acute care setting, and in the community setting.
2. Students (and faculty) will also practice social distancing when possible.
3. Students (and faculty) will practice strict hand hygiene.
4. Faculty will plan for smaller groups to rotate through the acute care setting, community setting, and simulation lab.
5. Students who test positive for COVID-19 must:
  - a. Quarantine for 14 days
  - b. Proof of at least one (or two) negative test before returning to campus
6. Student who have encountered a patient who has tested positive for COVID-19 without the proper use of PPE must:
  - a. Quarantine for 14 days
  - b. Have a negative test before returning to campus
7. Students who have encountered family member who has tested positive for COVID-19 must:

- a. Quarantine for 14 days
- b. Have a negative test before returning to campus

*Janelle Smith, BSRT, CPFT, LRCP  
Director of Respiratory Care  
(870) 543-5924 (office) - (870) 543-5924 (fax)*

## **Surgical Technology Plans for Clinicals**

In the event that Southeast Arkansas College should close due to COVID-19, the Surgical Technology Program will utilize Moodle, Zoom, and other virtual abilities to continue teaching to our students.

Our credentialing body, NBSTSA, requires that all 120 cases are to be performed on actual patients within a surgical setting. Students may utilize lab for practice or exam purposes only. The 120 cases are required to complete the program. If our students are unable to continue in the clinical setting, they will be expected to complete their case requirements once the clinical setting is available.

All theory will be taught online via Moodle, Zoom, and other virtual abilities in the event that Southeast Arkansas College should close.

## **TECHNICAL STUDIES CONTINGENCY PLANS FOR LABS**

### **Electrical, Mechanical, Air Conditioning and Welding**

Labs will have all homework assignments, films, question and answer sessions as well as other assignments (usually completed in class) for a given week be completed through Moodle and (*completed before class*). This will encompass reading assignments, videos etc., to ensure students are prepared for their Labs. Students need to understand theory in all the technical courses, and this can be accomplished through Moodle assignments. If a student has questions or problems with the assignments the instructors are there to assist. This will allow for the students to spend more time in the hands-on portion of the courses. If the students have not completed their homework assignments, they will be asked to complete before entering the Labs. Hopefully, this will motivate the students to complete their out-of-lab assignments in a timely manner. By utilizing Moodle as a resource this will allow for the time spent on campus to facilitate the hands-on portion of the classes. There is a possibility of obtaining an e-learning lab from Amatrol, which is a highly interactive eLearning, hands-on simulator. It is anticipated that lecture time in the classroom will not be over 20 to 30 minutes max and the remainder of the time in the lab. Since Electrical, Mechanical, Air Conditioning and Welding are “hand on” crafts, allowing the students more time in the lab will facilitate their learning. For the first week of class we will be learning how to utilize and get familiar with Moodle, student e-mail, Remind, and Zoom as well as the expectations of completing assignments.