

# CHECKLIST FOR ALL STUDENTS, EMPLOYEES AND STAFF

The following checklist applies to the university's re-entry plan. The Health System is on a separate plan to transition from the Limited Business Model and began resuming clinical operations in early May.

**Note:** Guidance and requirements – including testing – are subject to change and will be updated prior to future phases of re-entry, including a return to in-person instruction.

## Prior to Re-entry

- ☐ Complete the web-based training course "COVID-19: Basic Safety and Awareness Course"
- ☐ Complete [UAB Healthcheck](#), a COVID-19 Assessment Tool to assess if you are safe to return.
- ☐ If experiencing any of the following symptoms, do not return to campus. Contact [Employee Health](#) or [Student Health](#) for guidance and notify your supervisor or appropriate school official of the needed absence.



Cough	Sore throat
Shortness of breath or difficulty breathing	New loss of taste or smell
Fever	Muscle pain
Chills	Known close contact* with a person who has tested positive or with a person under investigation (PUI) for COVID-19

Source: Center for Disease Control. [Check here for most up to date symptom list.](#)

\*Close contact is defined as contact with a person within 6 feet for 15 minutes or longer, a member of the same household, an intimate partner and/or a caregiver.

- ☐ Pack up any university technology equipment (including cables and accessories) and any other materials you took home that will be needed when you return to on-campus work.

**\*Students:** Students in clinical areas must receive approval from their program to return to campus. Researchers at post-doctoral and graduate/pre-doctoral levels, may continue or initiate studies on site following approved unit operational plans to ensure the safe return to campus. Other trainees engaged in research, such as undergraduate students and volunteers, must request approval through the [Office of Research exception process](#).

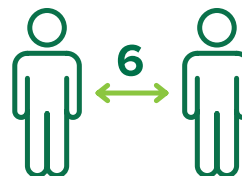
## After Your Re-entry to Campus



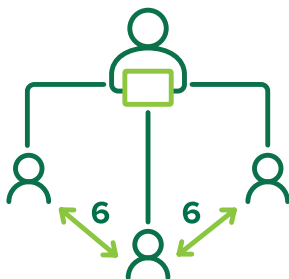
□ Students, faculty and staff must regularly complete [UAB Healthcheck](#), a COVID-19 assessment tool for employees and students to report the existence of any current COVID-19-related symptoms, exposure history, and testing history. Do not come to work or class if you are sick. If you experience any of the COVID-19 symptoms, contact [Employee Health](#) or [Student Health](#) and notify your supervisor or appropriate school official of the needed absence.



□ Wear a cloth mask/face covering at all times when on campus except at a work station that is in an enclosed space where no other personnel are present. N95 masks should be limited to first responders, healthcare providers and employees working with materials that require N95 masks as part of their ordinary safety plan. See [CDC guidelines](#) for the use of cloth face coverings. Employees working in the healthcare environment should follow the PPE guidelines for their specific area.



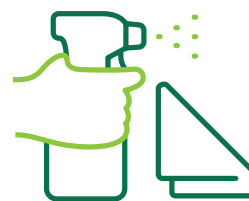
□ Stay at least 6 feet apart (about two arms' length) from other people at all times.



□ Keep meetings to small groups so that maintaining a distance of 6 feet between all individuals during meetings is possible. Use technology whenever possible for meetings.



□ Wash or disinfect hands frequently when in contact with others, and after coughing or sneezing, as well as wash or disinfect shared equipment and items in the workplace.



□ Before starting work and before you leave any room in which you have been working, wipe down work areas with sanitizing wipes.

Consult [uab.edu/reentry](https://uab.edu/reentry) and the *Re-Entry to Campus Guidelines* document for additional information.

