



Policy 2: COVID-19 CMRR Research User Group Operation Guidelines

It is the policy of the Center for MR Research to provide the following COVID-19 operation procedures for all Research User Group staff and their subjects. All Research User Group staff and their subjects shall strictly follow the Federal, State, University, and College of Medicine COVID-19 guidelines. In addition, strict compliance with the following directives shall be observed by all Research User Group staff and their subjects while at the Harrison MR Research Center.

Procedure

A. Prior to Harrison Facility Arrival

1. Please email the MR Subject Safety Screening form and both research staff and subject COVID-19 screening forms to the scanning technologist on the day of your scheduled scan.
2. Research staff and / or subjects may **NOT** report to the Harrison facility if they have any of the following symptoms (regardless of severity) or answer "Yes" to any of the below questions:
 - Fever
 - Chills
 - Cough
 - Shortness of breath/difficulty breathing
 - Muscle pain
 - Weakness or Fatigue
 - Sore throat
 - New loss of taste or smell.
 - Diarrhea
 - Have you had a COVID-19 positive result < 30 days ago?
 - Have you been exposed to someone with suspected or confirmed COVID-19?
3. Please check the CDC website (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>) for the most up to date symptom list.
4. If you have any of the above symptoms or have been exposed to someone that has suspected or confirmed COVID-19, please follow your department protocol and/or Federal, State, and local recommended guidelines for seeking medical advice.
5. If your symptoms are life threatening, please seek immediate medical attention.

B. Arrival at the Harrison Facility

1. A **NO visitor policy** is currently in place at the Harrison facility until further notice.
2. At this time, only **one (1) RA and one (1) subject** will be allowed to enter the Harrison facility prior to their scheduled scan. (*In cases where the subject is **under the age of 18** or is a **coupled research study, one (1) parent or one (1) family member** being scanned may be allowed. Please inform the technologist prior to scheduling.*)

3. Please call (312) 413-1309 to notify the technologist of your arrival and prior to entering the Harrison facility.
4. Research staff and their subject must enter through the front main lobby entrance and are required to wear a mask covering both nose and mouth. If you do not have a mask, one will be provided by the front desk staff.
5. All subject masks will have the metallic nose piece removed.
6. Anyone entering the Harrison facility will be temperature screened for fever before entry is permitted into the MRI Center.
7. Any research staff or subject with a temperature reading **under 100.4°F** is cleared to enter the MRI Center and must continue to wear their masks covering both nose and mouth.
8. All research staff and their subject should wash their hands with soap and water for 20 seconds or sanitize their hands with hand sanitizer upon entry.
9. Please practice "**social distancing**" of **at least 6 feet** when navigating through shared space areas (i.e.: gowning area, waiting rooms, etc.) and common hallways within the MR Center.
10. Any research staff or subject with a temperature reading of **100.4°F or higher**, will **NOT** be granted entry into the MR Center.
11. Research staff presenting with fever will be asked to submit their name and UIN in compliance with the ESHO temperature screening policy prior to vacating the Harrison facility.
12. Please follow your department protocol and/or Federal, State, and local recommended guidelines for seeking medical advice.

C. While at the MR Center

1. Continue to practice proper "social distancing" of at least 6 feet in all shared space areas and hallways (i.e.: Subject Prep room, MR Scan Control room, etc.) and while navigating throughout the MR Center and Harrison facility.
2. Research staff and their subject must always wear a mask covering both nose and mouth while in the MR Center.
3. The restroom located next to the Subject Prep room and MR Center kitchenette are reserved for **MR Center Staff ONLY**.
4. At this time, please do not eat in the Subject Prep Room.
5. Please use the patient restrooms located outside of the patient gowning area.
6. To promote social distancing between research groups, please do **NOT** report to the MR Scan Control room until your scheduled time, unless you have made prior arrangements with the scanning technologist.
7. If research staff or their subject become ill while at the MR Center, please inform the MR Center technologist and vacate the premises immediately. Please follow your department protocol or Federal, State, and local recommended guidelines for seeking medical advice.

D. Prep Room & Research Cart Cleaning / Disinfection Procedures

1. Each Research Group is responsible for properly cleaning the Subject Prep room upon completion of training as well as the research cart located in the MR Control room at the conclusion of each scan.
2. Please make sure to wear gloves and only use an EPA approved disinfectant or other alternative disinfectant.
3. Please wipe down all high contact surfaces such as keyboard, mouse, desktops, door / cart handles, research equipment, etc. and allow sufficient time to air dry.

F. Cleaning and PPE Supplies

1. It is the responsibility of each Research Group to provide their own masks, gloves, hand sanitizers, and EPA approved disinfectant cleaning supplies (https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2#filter_col1).
2. Feel free to use the wall hand sanitizer dispensers located throughout the Harrison facility; however, do not rely on these as supply may be limited at any given time.

G. Departure at the End of Your Shift

1. Each Research Group is responsible for cleaning / disinfecting any workspace area(s) used while conducting their scan prior to leaving.
2. Please wipe down the Prep Room key with an approved disinfectant prior to returning to the front office location.
3. Make sure to properly dispose of all used PPE in any of the appropriate trash cans located within the Harrison Facility.

Sponsor: Director
Date: 06/20_rev3