

Updated IAC Guidelines in Response to COVID-19

(06.18.2020)

IAC Operational Status: *Level 2 Operations* (Phased Resumption of Research).

The Imaging and Analysis Center (IAC) has updated its user guidelines in accordance with CDC recommendations to limit the potential spread of COVID-19. IAC users are instructed to review the guidelines listed below and to immediately begin following these procedures. These proactive measures include social distancing, increased sanitation efforts, and guidelines on instrument use.

Do not visit the IAC if you have experienced symptoms consistent with COVID-19 within the past 14 days. Any users showing COVID-19 symptoms will be instructed to leave the facility immediately.

COVID-19 Symptoms: Coughing, sneezing, fever, chills, fatigue, muscle aches, difficulty breathing etc.

The IAC plans to open to internal, Princeton-based researchers as of **6/22/20** (i.e. Postdocs & Grad Students, et al. who have been previously authorized for using the IAC instrument).

- Corporate and outside institutions are currently restricted from IAC use.
- External users may utilize the *Assisted Use* program for sample analysis by the IAC's staff.

IAC Guidelines:

- IAC users **must complete** the "*Safe Practices for Resumption of Research*" training listed below prior to visiting.
 - (1) "REQUIRED TRAINING: Safe Practices for Resumption of Research training available in the Employee Learning Center (<https://putrain.learn.com/learncenter.asp?id=178409&sessionid=&page=304>).
 - (2) RETURN TO CAMPUS QUESTIONNAIRE: Risk Assessment Questionnaire (<https://veoci.com/veoci/p/form/r996ddge9bzz#tab=entryForm>).
 - (3) PRINCETON UNIVERSITY SYMPTOM TRACKER: Perform a daily self-evaluation to assess symptoms prior to coming to campus using the COVID-19 medical self-assessment tool in the TigerSafe App (<http://emergency.princeton.edu/stay-connected/tigersafe>) or available online (<https://veoci.com/veoci/p/form/7ag5ubgy9kwu?c=131534#tab=entryForm>).
- IAC users must **wear a face covering** at all times.
- IAC users must **wear clean gloves** within the IAC while running instrumentation
- IAC users must **dispose of used gloves** after using IAC equipment.
- IAC users must **remain at least six feet** from other users at all times.
- IAC users must **wash hands for +30 seconds** before and after instrument use.
- IAC users must **avoid person-to-person contact**, including handshakes.
- IAC users are permitted at most, **one user per laboratory room** at a time.
- IAC users must **check the status of individual tools and reserve instrument time and prior to visiting the IAC** using the calendar system.
- IAC users must **allow a one-hour buffer between instrument use** by consecutive users.

Technical Considerations:

- The IAC has *temporarily* suspended all instrument training sessions for new users.
- The IAC encourages users to drop off samples for assisted analysis by the IAC's experienced staff.
- IAC staff is available on a staggered, rotating schedule with half of the staff on-site and half off-site. The off-site staff are available to answer technical questions *via* phone, email, and FaceTime.
- The IAC recommends that each research group send one experienced researcher at a time to conduct research within the IAC.

IAC Sanitation Efforts:

- The IAC has increased sanitation efforts including disinfecting login terminals, door knobs, keyboards, high-contact surfaces etc.
- IAC users are encouraged to bring their own hand sanitizer and to use it frequently.
- Upon request, the IAC will provide disinfectant for users to sanitize keyboards and surfaces.
- Handwashing guidelines have been posted throughout the IAC – please follow these guidelines.
- The university is in the process of installing hand sanitizing stations throughout the IAC.

Continuity of IAC Operations:

- The IAC will attempt to accommodate its users as best as possible during this time. However, due to the rapidly changing status, please feel free to contact the IAC with any questions you have.

Campus Resources:

- **EHS Safe Practices for Resumption of Research:**
Link: <https://putrain.learn.com/learncenter.asp?id=178409&sessionid=&page=304>
- **Return to Campus Questionnaire:**
Link: <https://veoci.com/veoci/p/form/r996ddge9bzz#tab=entryForm>
- **Princeton University Symptom Tracker:**
Link: <https://veoci.com/veoci/p/form/7ag5ubgy9kwu?c=131534#tab=entryForm>
- **Princeton University Coronavirus FAQs:**
Link: <https://emergency.princeton.edu/coronavirus-faq-faculty-staff>
- **Princeton University Health Services:**
Email: communityhealth@princeton.edu
- **Teladoc Web Link:**
Link: <https://member.teladoc.com/princeton>
- **Princeton university Emergency Management Website:**
Link: <https://emergency.princeton.edu/>
- **Center for Disease Control:**
Link: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

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