



# HASKELL INDIAN NATIONS UNIVERSITY

Accredited by Higher Learning Commission

## Office of the Vice-President of University Services

155 Indian Avenue  
Lawrence, Kansas 66046-4800

[www.haskell.edu](http://www.haskell.edu)

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## Dear Haskell Community,

As the school year begins, we continue moving forward with new processes and procedures in place due to the COVID-19 pandemic. Haskell Indian Nations University is required to send this Emergency Notification\* under the Clery Act to all students and employees to ensure that you are informed about COVID-19. This letter contains information about how to protect yourself and the campus community against infection with COVID-19. You can also look for updated information on an ongoing basis under the new COVID-19 banner on the university website. The University will provide an update of confirmed positive cases among Haskell faculty, staff, or students upon request.

Vaccination against COVID-19 is very strongly recommended to all members of the campus community because it is the best way to protect you and others from infection and from the most serious side effects of the virus (at the time of this letter, protocols for mandatory employee vaccinations are in development). The Haskell Indian Health Services continues to offer vaccines. If you are interested in receiving the vaccine, or want to ask questions about the available vaccines, please contact the Haskell Health Center at 785-843-3750. Testing and vaccines will be available during Orientation Week by the Haskell Health Center and Lawrence/Douglas County Health Department.

Haskell is requiring masks in classrooms, in all buildings, and when moving around the campus in groups. Please note that face masks must cover the nose and mouth at all times to provide effective protection; gators or masks with vents are not acceptable face coverings for this purpose because they do not provide as much protection. When you must stay still for a period of time in a public setting (for example, while waiting in line), please ensure that there is a distance of 6 feet between you and the other people near you. It is also recommended that you wash your hands frequently throughout the day.

You can find further guidance from federal and local health authorities about COVID-19 protection, testing, possible symptoms, and when to self-quarantine by pasting these addresses into your web browser:

Federal Centers for Disease Control and Prevention: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>



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Lawrence-Douglas County Health Department: <https://ldchealth.org/442/COVID-19-2019-Novel-Coronavirus>

All members of the campus community should monitor themselves each day for possible symptoms of COVID-19 infection. You may find it helpful to use the interactive symptom self-checker tool on the CDC website, which can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/coronavirus-self-checker.html>

Students, faculty, and staff who develop possible symptoms can call the Haskell Health Center (785-843-3750), their primary care provider, or the Lawrence-Douglas County Public Health Department for further guidance about the next steps to take. Also, on-campus voluntary protocols are in place for reporting, guidance, and assistance.

If you are a Haskell student and you believe that you have been exposed to someone who has tested positive for COVID-19, isolate yourself from others until you are sure whether or not you have been infected. Get tested 5 days after you believe the exposure occurred: testing as available from the Haskell Health Center, the Lawrence-Douglas County Public Health Department, and by appointment at many local pharmacies. If you are a student who is self-isolating in this way, or who does test positive for COVID-19, please tell an appropriate staff member on campus: your athletic coach, residence hall CRA, Dean of Students Office or me. If you are an employee in self-isolation or with a positive COVID-19 test, please inform your supervisor. The university will protect the confidentiality of your health information and will not publicly identify any individual in the campus community as COVID-19 positive. This is important to contain the risk of spread as much as possible.

If you have any questions about the information included in this letter, please feel free to contact me by email: [tonia.salvini@bie.edu](mailto:tonia.salvini@bie.edu) or call 785-749-8457.

Stay safe and well.

Sincerely,

Tonia Salvini, Vice President of University Services

This notification serves as an emergency notification and timely warning to the Haskell campus in compliance with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act").

# Haskell

## COVID-19 PREVENTION STRATEGIES

FALL 2021

Haskell Indian Nations University

- Get Vaccinated (can protect from severe/deadly effects)
- Daily Screening [CDC Facilities COVID-19 Screening](https://www.cdc.gov/screening/) / <https://www.cdc.gov/screening/>
- Mask/double mask, no gaps is BEST PRACTICE. No “gators.”
- Physical Distance/6 ft or more
- Wash and sanitize hands
- Avoid crowded areas inside and outside
  
- If exposed, call medical provider immediately and self-quarantine.
  
- Please consult with your medical provider and TEST if you have symptoms:

**Have you experienced any of the following symptoms in the past 48 hours** (Center for Disease Control)::

- fever or chills
- cough
- 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

Questions? Haskell Health Center 785-843-3750 or Tonia Salvini, VPUS 785-764-1346



## COVID-19 – Action Plan for Reported Positive Case STUDENT Protocol Haskell Indian Nations University

Help our campus community stay safe: report so we can contain and prevent

We are asking all students this fall to:

- Call 785-764-1346/Vice-President of University services if they test positive and receive immediate guidance.

### **Residence Hall?**

- Self-Isolate in the isolation residence space designated by the residential housing staff. Housing and Counseling staff will assist (Blalock and Roe Cloud Halls)
- Meals will be delivered to you – arrangements will be made by the student services staff.
- Make sure to provide all information about possible exposure to the contact tracer\*\*
- Housing staff will work with you to access any belongings you need during your isolation.
- If you are able, continue course work if you are feeling well enough. If not, please communicate directly with your faculty members to make arrangements and/or accommodations for course work completion or catch-up.
- Monitor your symptoms and stay in touch with your medical provider as to any changes.
- Prepare to return to your residence hall after 10 days after receiving test result and if you are well and not experiencing any more symptoms.
- Call 785-764-1364 to notify your return to your residence hall.

### **Living Off-Campus?**

- Self-Isolate at home.
- Make sure to provide all information about possible exposure to the contact tracer\*
- If you are able, continue course work if you are feeling well enough. If not, please communicate directly with your faculty members to make arrangements and/or accommodations for course work completion or catch-up.
- Monitor your symptoms and stay in touch with your medical provider as to any changes.

- Return to campus after 10 days after receiving test result and if your symptoms improve.
- Call 785-764-1364 to notify your return to campus.

\*\*all contact tracing is done by the medical unit that provided you with test results.

**DEFINITIONS:**

Fully Vaccinated: full dosage with two-week post period.

Self-Isolation: Have tested positive and you stay away from others for 10 days; if symptoms have improved, return to regular activities with all safety practices.

Quarantine: Individuals may have been exposed (self-knowledge or from contact tracers). Stay home, call medical provider for screening and possible testing. Medical professionals will instruct you.

\*\*Fully Vaccinated can still test positive for the virus and spread as well. \*\*

**Helpful Phone Numbers:**

Urgent Emergency: 911

Lawrence Police Department Non-Emergency: 785-843-0250

Haskell Security                      785- 760-6192

Haskell Health Center:              785-843-3750, push 0 ask for nursing scheduling.

Counselor                      Ms. Monica Jackson    [mljackson@haskell.edu](mailto:mljackson@haskell.edu)              785-749-8485

Counselor                      Mr. Manny King              [mking@haskell.edu](mailto:mking@haskell.edu)              785-749-8447

Dean of Students              Dr. Daniel Burland              [dburland@haskell.edu](mailto:dburland@haskell.edu)              785-749-8445

Roe Cloud Hall                      785-749-8466

Winona Hall                      785-830-2722

Pocahontas Hall                      785-749-8465

Osceola-Keokuk Hall              785-830-2721

**REMEMBER:**

- IF you been exposed to COVID-19, call your medical provider immediately for medical instructions.
- Take steps to quarantine until you are screened by a medical profession and provided medical guidance OR if you are tested.
- IF you are positive follow the guidance in this document.
- IF you are negative, and you feel well, return to your normal activities
- IF you are unwell or sick, please stay home and take good care of yourself.

Rev. 8/1/2021

COVID-19 Protocols for all employees  
Vice-President of University Services  
Haskell Indian Nations University

**After conferring with the Haskell Health Center administrators, the infectious disease nurse (Nurse Joe), the Lawrence/Douglas County Health Department and upon researching the Centers for Disease Control protocols, these are the current, processes and considerations to prevent and contain the risk of spread of COVID-19 at Haskell Indian Nations University – for all employees.**

**For all employees:**

1. Please engage in daily, self-screening (from the Center for Disease Control):

<https://www.cdc.gov/screening/index.html>

Or click on this hyperlink:

[CDC Facilities COVID-19 Screening](#)

IF YOU are feeling unwell, please report to your supervisor. Stay home. Follow instructions from your supervisor. If symptoms continue, make an appointment for a screening/COVID test appointment as soon as possible.

2. PLEASE GET VACCINATED. They are free and very accessibly available:

Haskell Health Center: 785-843-3750

or

[Vaccines.gov - Find COVID-19 vaccine locations near you](#)

(please click hyperlink)

3. Exposure and Testing:

- a) If exposed to someone who has a confirmed, positive case of Covid-19, report it immediately to your supervisor.
  - a. If you are feeling well enough, we will instruct you to work in isolation, masked and not come into close contact (within 6 feet for 15 minutes or longer) and continue the safety protocols to prevent infection (of self or others). If this is not possible, you will need to take sick leave until you are screened by a medical provider or tested. PLEASE REMEMBER, it takes up to 5 to 7 days after possible exposure for effective test results.
  - b. If you are not feeling well, you should take sick leave and be screened/tested for COVID-19 by a medical provider.

4. TESTING (testing is available at the Haskell Health Center, Lawrence/Douglas County Health Department, and most pharmacies in Lawrence):

Positive Result: If you are tested and the result is positive, report to your supervisor immediately. Your medical provider will work with you on contact tracing. If you test positive, provide documentation of medical leave to your supervisor. You will take sick leave and/or annual leave depending on your leave status.

Negative Result: You may continue to work if you feel well --again, using all safety protocols. Make sure to provide medical information to your supervisor for clearance to return.

#### 5. General Information

- a. Are you feeling sick? If you become ill at work, at any time, even if you may not have been exposed, let your supervisor know and you should take sick leave immediately. If you suspect you may have been exposed, please make arrangements with the clinic or your preferred medical provider, to be tested. Always keep your supervisor informed.
- b. You are requested to provide truthful information to assist in the prevention and containment of any risky situation, including possible infection. This is out of consideration for your peers, colleagues, and the University community.
- c. We are asking you to be safe in our community, during travel and in your activities both on and away from campus/on and off hours. #protectyourself #protectusall
- d. Your supervisor is responsible to make arrangements to clean any potentially infected areas using CDC/EPA guidelines. Those areas must be reported by the infected person to the supervisor.
- e. Your supervisor is responsible for keeping your information confidential; however, your supervisor may request permission to share this information with possible infected parties with high levels of discretion and ask for confidentiality to be respected. Again, the safety risk is very important, but so is your privacy. It is a delicate balance.
- f. Your supervisor is responsible for monitoring every situation, confirmed positive cases as well as possible exposure.
- g. Your supervisor is responsible for reporting to the VPUS for mandatory reporting to the BIE immediately for additional guidance and direction. Please know, no names are provided. We are required to provide information on positive cases.
- h. Your supervisor is responsible for confirming with you that you are cleared to return to work. This may include documentation from your medical provider.



**For supervisors:**

1. Each week, you must, review all safety protocols with employees (email works) and post information.
2. You must ask employees, during this pandemic, to refrain from any activities that are risky for transmission of COVID-19– to protect themselves and others. This may include non-essential travel and large group gatherings.
3. You must make sure all working environments are safe and clean and that sanitizing supplies and personal protective equipment are ubiquitously available.
4. You must make sure all employees know they are to remain at least 6 feet (10 feet preferred, alone in a workspace if possible) apart from others, wear a mask at all times, and wash hands often.
5. You must monitor every positive or exposure situation and keep track and report via email to the VPUS.
6. Be respectful to every employee, take seriously every report of any potential risk to you and your employees, and monitor every situation.
7. You must clearly communicate with each employee on their situation.
8. You must make sure their time and attendance records are accurate.