New Mexico Military Institute

DUTY – HONOR – ACHIEVEMENT

Spring 2021 Campus Plan and Protocols

RELATED TO COVID-19 PANDEMIC

REVISION 12032020A
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Purpose:
To analyze key influences and potential options relating to the impact of the COVID-19 Pandemic on the Academic year, 2020/2021; given the proposed HED overall plan to the Governor regarding the phased approach.

The scenario being considered most likely and for this proposal combines an assumption of both face-to-face and distance learning options due to on-going restrictions on travel. This scenario also considers NMHED’s proposed phases for re-opening HED schools under Phase 3 of the plan; included herein under REFERENCES.

A Phased Approach

Phase 1 - Stay Home Order-Essential Activities Only
- Remote instruction
- Hibernation of classrooms
- Barracks and most campus buildings closed
- Essential personnel working on campus, remote work for most staff
- No travel, visitors or events

Phase 2 - Limited Activity
- Office activities and facilities reactivated in a phased manner
- Summer courses continue on-line
- Approximately 50% staff are working remotely
- Travel, event and visitor restrictions

Phase 3 - Ramp-Up for Semester
- Staff return for training
- Some additional campus buildings reopened
- Repopulation of additional faculty and staff, with remote work continuing for many
- Faculty, staff and student training on health and safety protocols
- Continued restrictions on travel, events and visitors

Phase 4 - Phased Return of Students to Campus
- Students arrive on campus in phases
- Many staff and faculty on campus
- Continued faculty, staff, and student training on health and safety protocols
- Continued restrictions on travel, events and visitors
Phase 5 - Semester in Session Phase
- Most cadets on campus
- Most staff and faculty on campus
- All campus buildings open and functioning, but in some cases stricter access
- Continued restrictions on travel, events and visitors

Phase 6 – Quarantine Status
- Most cadets on campus
- Most staff and faculty on campus
- Remote learning scenarios in effect
- Highest restrictions for no visitors or events

Lima Delta Phase (Lock-Down)
Semester in Session
- Local, regional or state-wide mandatory lock-down
- Most cadets on campus
- Only essential staff and faculty on campus
- All campus buildings closed to those other than cadets and essential personnel
- Absolute restriction to cadets leaving the Post; once departed, cannot return.
- No travel, events, or visitors

Since news of the novel coronavirus hit New Mexico in March of 2020, NMMI’s Board of Regents and staff have worked tirelessly to develop a plan, “Fall 2020 Return to Campus Plan and Protocols”, for reopening to ensure that we were able to provide a safe educational and instructional environment for the NMMI Corps of Cadets in accordance with our Constitutional mandate. NMMI is not a “public school” but rather a state educational institution as enumerated by Article 12, Section 11 of the New Mexico Constitution. NMMI is also unique because it houses 100% of the student body. As a result, the policies and protocols we implemented reflect the unique nature of the NMMI experience.

On March 14, 2020, the New Mexico Department of Higher Education (“HED”) provided the following guidance, “the Board of Regents and Governing Boards of New Mexico’s higher education institutions have the authority to make decisions for their respective institutions” and “encouraged” adherence to “public health and safety guidelines.” That guidance has been NMMI’s directive towards developing our plan to reopen.

On May 4, 2020, HED released its proposal for opening campuses. That proposal noted:
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- Colleges and universities throughout New Mexico have different missions and serve different students,
- Higher education institutions have unique governance structures,
- Each college and university will design plans with protocols, guidelines and schedules that address the diverse safety needs and issues for their students, faculty, staff and community members; and,
- There is not one plan for higher education.

In accordance with its submitted plan, NMMI has taken great steps to mitigate risk and protect the well-being of the cadets, faculty, staff, and all New Mexicans. Some of the actions NMMI has performed in accordance with NMMI’s plan are:

**General Protocol**

NMMI is a unique educational institution housing 100% of the student body (cadets) during fall and spring sessions. NMMI staff and faculty interface directly with the corps on a daily basis, 24/7. The determination of this protocol is to provide this unique family circumstance as safe of an environment as reasonable possible with the resources and facts known. Having considered various options, NMMI is determined to mitigate any viral risk to the NMMI family by keeping the Post as uncontaminated as possible. Each element coming onto the Post will be required to endure the same scrutiny of relevant scans or tests.

NMMI intends to adhere to the Centers for Disease Control (CDC) website for COVID-19 related information pertaining to Colleges, Universities and Higher Learning as the basis for all protocols listed herein; https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/index.html

**Testing**

At NMMI's expense, NMMI will provide PCR-based nucleic acid COVID-19 tests to all cadets, faculty, staff and any volunteers who might come into contact with cadets. In the fall of 2020, NMMI administered over 1,960 tests. NMMI provided tests to cadets, faculty, and staff and established quarantine protocols in accordance with then-current guidelines after direct consultation with HED and with NMDOH.

For the Spring 2021 academic term, NMMI will follow a single test/quarantine protocol for returning cadets. Based on a staggered return schedule, NMMI will provide each cadet with a PCR based test and quarantine the cadet until the results of the test are returned. We expect the quarantine to be a minimum of 72 hrs. Cadets found to be positive for COVID will remain in isolation for a minimum of ten days from the date of the test for asymptomatic patients as determined by NMMI’s medical staff. Cadets with symptoms will remain in isolation until ten days from the last symptom has passed. NMDOH guidance permits reentry into the Corps no less than ten days after a positive test result with resolution of a fever for more than 24 hours and other symptoms decreasing. Cadets...
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found to be negative for COVID will be released to corps activities as defined by the COVID protocols defined herein.

Sample Initial Testing and Quarantine Schedule

Cadets, and anyone affected by our contact tracing review, will be placed into quarantine status for a minimum of 14 days. NMDOH negative test result contact tracing guidelines permitted reentry after 14 days of the initial point of contact with a known positive. NMMI medical staff will review the quarantined cadets for release to regular corps activities as defined by the COVID protocols defined herein.

In order to track which cadets have received their COVID test and have otherwise been cleared by NMMI medical staff, NMMI will employ the use of arm bands. The bands are not intended to identify any positive or negative status, but rather to clarify those tested and cleared by NMMI medical staff.

Cadets who have had a COVID test and have cleared their quarantine or medically released from isolation or 14-day quarantine, will be issued a white band. Cadets without a white band will not be allowed into any building outside their living quarters.

Once Cadets are tested, screened (symptom review and temperature readings), and entered NMMI’s campus, they will not be permitted to leave campus. NMMI’s self-contained “bubble” is intended to create one residential unit.

Because Corps members are restricted to campus, they may only leave for confirmed medical furloughs. Any other non-medical furloughs require re-testing, at the cadet’s expense, and the implementation of a subsequent 14-day quarantine protocol. Medical furloughs will require the cadet to sign an affidavit confirming their intent to go directly to the appointment and return to the post. Medical furloughs will be considered for a 24 hour basis without quarantine protocol upon returning to Post.

In the event any cadet presents to the infirmary with COVID-19 symptoms, they will be immediately tested for flu, strep, and COVID-19. It is anticipated that COVID-19 results will be reported to NMMI infirmary staff within 24-48 hours. NMMI will comply with all reporting requirements to New Mexico agencies and parents. The cadet will be isolated and provided either PPE enabled direct or telehealth care to manage and treat symptoms. Testing will also be implemented for all close contacts of confirmed or probable COVID-19 patients.
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NMMI has adopted CDC recommended guidelines with respect to contact tracing. Contact tracing will be conducted for any close contacts of a laboratory-confirmed or probable COVID-19 patient. Asymptomatic contacts testing negative will still self-quarantine for 14 days from their last exposure.

NMMI’s 30 bed infirmary has set aside six rooms specifically to treat, manage, and isolate symptomatic COVID-19 cases.

NMMI has also cordoned isolation and quarantine rooms in one of its residence halls to exclusively isolate and/or quarantine any known or symptomatic positive cases and those identified in accordance with our contact tracing efforts.

Closed Campus

The NMMI campus is closed to the general public. Campus visitors are permitted with prior authorization and approval in accordance with NMMI’s COVID-19 closed campus guidelines. All visitors must be screened and wear a wrist band to identify they have complied with NMMI’s screening procedures.

Visitors are allowed on post by appointment only. Visitors may make appointments with their cadets’ TLA/SLA. Appointments are scheduled in 1 hour blocks on Saturdays & Sundays between 0800 and 1700.

- Do not have more than 4 visitors at one time.
- Visitors must be screened by staff or faculty. Once screened visitors will receive a wrist band.
- Visitors must maintain social distancing and wear masks at all times
- Conduct your visits in Bronco or Saunders Plaza. Please stay off the grass.
- Lawn chairs, tents, blankets, large coolers/ice chests, et cetera are not allowed.
- Please do not bring pets on campus. Service animals are welcome.
- Cadets and visitors are expected to clean-up after themselves,
- The only place to drop off items is the Saunders Plaza Parking lot.
- You will see additional fencing directing one way traffic in this area.
- Cadets are responsible for the conduct of their visitors.
  - Cadets with visitors failing to following these guidelines may lose visitation privileges
  - Visitors not following the guidelines above will be asked to leave post.
- Excessive visitors, prolonged visits, and extended picnics will result in closing the post to all visitors. Also, please be mindful and considerate of your fellow cadets whose families cannot visit. If you have any questions please talk with your cadet chain of command, or TLA/SLA.
Social Distancing and Screening
NMMI has incorporated State and CDC recommended guidelines with respect to social distancing and the wearing of masks in every aspect of its plan and campus life. NMMI's plan, as provided to HED in July, included "in the classroom" education but adheres to both social distancing guidelines and the use of masks. All students and instructors must maintain a minimum of six feet apart and all are required to wear masks, even in the classroom. In any setting where social distancing may be impracticable, the use of masks is mandatory.

- NMMI also installed Forward Looking Infra-Red (FLIR) cameras on campus that are able to monitor large groups and can detect anyone with an elevated heat signature. However, we are aware that diagnostic decision can only be rendered by an FDA approved method.
- Screening stations have been established in all high traffic areas. Staff and faculty are screened daily. Seek/Scan thermal cameras, touchless thermometers, and pulse/oxygen devices are being utilized in NMMI's screening procedures.

Learning, Classroom, and Academic Schedule Changes
NMMI is providing a hybrid model of both in-person and online instruction. NMMI has 36 class sections that are strictly taught remotely or online. Remote instruction is also being provided to over 300 cadets in the subjects of Economics, Microeconomic Principles, English (3A, 4A, and 4B), American Government, World History, U.S. History, Introduction to Psychology, Introduction to Sociology, Introduction to Drama, Reading, and American Military History, to name a few. Additionally, several faculty members are teaching all of their course offerings remotely from their home.

NMMI also has 126 class sections with alternating schedules. These alternating section's class sizes do not exceed 10 persons per room. Where certain NMMI classroom sizes did not accommodate for adequate social distancing within the room, NMMI divided the class members into groups of no more than 10 and only conducts in-classroom instruction every other day. One group meets in the classroom on Monday, Wednesday, and Friday. On Tuesday and Thursday, that group's cadets are given work assignments, or online instruction, to be completed in their room or in NMMI's learning center. The groups then switch schedules the following week.

Certain math and science-based in room instruction and laboratories, such as Geology Lab, Chemistry Lab, and Biology, may exceed 10 cadets per room, but generally no more than 15 or 20 and always in a space sufficiently large enough to maintain adequate social distancing guidelines.

Most physical education class sizes will not exceed 5 person pods and or double arm intervals with face masks worn at all times.
NMMI’s leadership and physical development elements require in-person instruction, particularly outside the classroom. Our Corps of Cadets is a student-led chain of command that participates in the U.S. Army ROTC Leadership Programs to ensure leadership opportunities for every cadet. Ultimately, the Board of Regents determined that leadership and physical development laboratories cannot be simulated or reproduced in a virtual or remote environment.

Notably, NMMI also modified its academic calendar to preserve and maintain a closed campus. There will be no holiday breaks as the curriculum runs continuously through May 12th, 2021, when cadets will be released for the term. This mitigates the risks associated with cadets that would have traveled to other parts of the country before returning to re-enter campus.

**Housing**
Cadets are housed in single room housing arrangements as much as our facilities permit. The remaining cadets are in double occupancy rooms, which is the maximum occupancy permitted by NMMI’s facilities. Risks, if any, associated with double occupancy are mitigated by adherence to social distancing guidelines and prior double testing. In other words, no double occupancy occurs in a room where 6-feet social distancing protocols cannot be maintained.

**Dining**
NMMI’s dining facility seating capacity is 1,000. NMMI reduced that overall indoor dining capacity to 50%, in accordance with then-current guidelines, by modifying the floorplan, table spacing, and seating. With some modification, the current floor plan capacity is set at 40%. Although dining capacity has been diminished to 40%, NMMI has not yet actually fully utilized that revised diminished capacity. Mealtime was split into two separate groups of cadets. NMMI also retained outside contractors to construct plexi-glass barriers on all dining tables to prevent any direct contact by students sitting across the table. NMMI previously disclosed this plan and provided the contractor’s protocol to your office. NMMI did not receive any objection. Another copy of the protocol is being provided herewith.

Students are also being provided prepackaged “grab and go” meals.

**Principles of Protocol**
NMMI has maintained continuous contact with NMDOH representatives and remains ready to cooperate with NMDOH efforts.

These polices, and more, were promulgated with the supervision and guidance of the NMMI Board of Regents in coordination with the staff and faculty of NMMI and with the assistance of HED and NMDOH personnel. Few, if any, ROTC units in the nation have come close to plans as detailed as NMMI has in place. NMMI is implementing its submitted reopening plan that was tailored to meet NMMI’s unique educational mandate.
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NMMI is dedicated to protecting the health and safety of our cadets, faculty, staff, and all New Mexicans.

In its decision-making about opening the Post for Spring 2021, NMMI is guided by three principles: the safety of all students, faculty, staff and their families; an ongoing commitment to offering an unsurpassed education that nurtures the mind, body and spirit; and an equal commitment to advancing human understanding through programs that heal, unify and enlighten.

Dealing with COVID-19 presents all of us with enormous challenges—not just as an educational institution, but also as a people and as a society. Now more than ever, NMMI seeks to deliver on its critical commitments to training the next generation and advancing the knowledge frontier, all shaped by its commitment to care for each person.

Creating a safe and healthy environment at NMMI for students, faculty, and staff is a shared responsibility that will require each of us to do our part and be accountable to one another for our behavior both on and off the Post.

This document includes revisions of protocols from the CDC, NMDOH, NMHED as well as key lessons learned at NMMI during the Fall 2020 reopening campaign. The foundation document of reference for this document is NMMI’s Fall 2020 Reopening Campus Plan and Protocol.

As a condition of returning to the Post, community members are required to follow the COVID-19 related protocols, policies and requirements established by NMMI, and the New Mexico Department of Health.

Among the key responsibilities of each community member are

- Observing social distancing as defined by the CDC/ NMDOH
- Wearing face coverings
- Observing personal hygiene
- Participating in health monitoring
- Protecting the community by limiting potential exposure to COVID-19
- Following NMMI expectations with respect to testing, contact tracing, quarantine, and isolation
- Reading and taking responsibility for adherence to NMMI’s COVID-19 directives and communications

This document provides up-to-date health and safety information and links to a wide range of helpful resources as NMMI prepares for the reopening of the Post for the 2020-21 academic year. In the rapidly evolving environment of a global pandemic, the likelihood that NMMI may need to change, adapt and adjust various policies and protocols is high. All members of this community are expected to read the COVID-19 related health and safety communications sent to them and to visit the NMMI.edu website regularly for updates and additional information. Flexibility and adaptability are essential, and the NMMI community must be willing to immediately adapt to changing
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circumstances by implementing more restrictions and/or returning quickly to shelter-in-place and/or remote instruction.

This reopening plan was developed in close partnership with local health officials and is consistent with national guidelines disseminated by the Centers for Disease Control and Prevention. In developing its plan, NMMI has received invaluable advice and guidance from advisory group of Medical Doctors.

The policies and procedures listed herein are expected of all members of the NMMI Family, including students, staff, faculty, departments, and divisions. Individual elements may implement functional-specific plans with enhanced safety guidelines (e.g., additional protocol around food services, utilities, etc.).

NMMI will plan and equip public space in all occupied and open buildings with informational signage/graphics and hand sanitizing stations.

Spring 2021 KEY Documents and Dates

https://www.nmni.edu/#1605734011936-b770682d-cb71

➢ Reopening Plan
➢ Academic Calendar
➢ Matriculation Timeline
➢ Plan of the Day
➢ Return Date of Cadets by ID #

Academic/Training Spring POD 2021

1. 8-Period Day, Supported by Faculty
   a. 0600 Reveille/Personal Hygiene/ Room Prep 0620
   b. 0630 BRC 0720
   c. 0730 Period 1 Class 0820
   d. 0830 Period 2 Class 0920
   e. 0930 Period 3 Class 1020
   f. 1030 Period 4 Class 1120
   g. 1130 Noon Formation (Junior College)
   h. 1140 DRC #1 Junior College march to Bates 1230
   i. 1130 Period 5 Class 1220
   j. 1230 Noon Formation (HS)
   k. 1240 DRC #2 march to Bates 1330
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<table>
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<tr>
<th>Time</th>
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<tr>
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<td>Period 8 Class</td>
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<td>4th Meal Grab-and-go</td>
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<tr>
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<td>Personal Time</td>
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<tr>
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<td>TAPS</td>
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</tbody>
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- **Noon Formation and 1st DRC: Junior College**
- **Noon Formation and 2nd DRC: High School**
- **High School Class Periods: 1,2,3,4,5,7,8**
- **Junior College Class Periods: 1,2,3,4,6,7,8**
- **0630 Toles Library Opens**

**Spring 2021 KEY ASSUMPTIONS**

- All current COVID-19 CDC-based protocols will be followed.
- Access to NMMI will be limited to those with an NMMI-focused mission.
  - No public access to the library at Toles Learning Center.
  - No public access to the museum at Luna Hall.
  - No public access to religious services in which cadets are a part.
  - All public members who are determined to have an NMMI-focused mission will be required to be tested and screened PRIOR to interacting with cadets.
  - Parents of cadets will be screened PRIOR to meeting with cadet(s).
    - Weekend meetings will require prior approval
- Various travel restrictions will remain throughout the Fall 2020 time period.
  - No official NMMI travel will be authorized without prior approval from the President / Superintendent or his designee.
- NMMI will host face-to-face and distance learning scenarios.
- NMAA and NJCAA sports activities will follow each organizations directives and within the parameters of the NMDOH requirements.
- All public events will coincide with the NMDOH directives regarding size and conditions such as social distancing.
- Will maintain at least 6 Isolation and Quarantine rooms.
- Provide for one (1) down day every three (3) weeks.
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Cadets

- Cadets are required to follow all COVID-19 related protocols to include proper handwashing, disinfecting, social distancing, mask, and testing protocols. Cadets who fail to adhere to the COVID-19 requirements are subject to disciplinary actions to include suspension from NMMI.
- All cadets, regardless of mode of travel, will be required to be screened in accordance with the Screening protocol herein.
- All cadets, at least upon first arrival will be tested per the testing protocol herein. Follow-up testing may be required for cadets who have been determined to need the testing by NMMI medical staff.
- Cadets who are able and do depart the NMMI post are required to be screened upon their arrival and prior to their return to their rooms.
- Cadets who are off post are required to follow all state-wide COVID-19 protocols in place at the time of their departure from the Post.
- Cadets who fail basic screening tests will be required to receive follow-up scanning and / or testing as determined by NMMI medical staff.
- Cadets who have been found to be “A-symptomatic” and positive for the COVID-19 virus will be quarantined into NMMI medical rooms until cleared by NMMI medical staff.
- Cadets who have been determined to have the COVID-19 and exhibit conditions which merit greater medical support will be under the prevue of the NMMI medical staff and the New Mexico Department of Health (NMDOH) for location and adequate care to include critical care facilities.
- Cadets will be required to wear masks at all times while on Post.
- Cadets will be required to wear masks supplied to them by NMMI anytime they are off of the Post while the State-wide order is in effect.
- Cadets will be tested upon arrival.
- Late semester arrivals most typical of athletes or B.I.S are allowed given the Commandant’s / Dean’s approval.
- All cadets will be required to be COVID-19 tested.
- Cadets will be tested and restricted to Post for the duration of the term unless authorized by the President/ Superintendent or his designee; generally the Commandant who may consider furloughs.
  - Furloughs shall be restricted to medical appointments or significant family matters.
  - All furloughs other than medical appointments shall require the cadet to return to a 14-day quarantine with a medical review to release.
  - Violations of the post restriction shall result in immediate suspension from NMMI.
- Furloughs for medical appointments will only be considered provided NMMI can confirm the date and place of the appointment and will only be granted for 24 hours. Any medical appointment which requires the cadet to travel outside of the state or for more than 24 hours will require a COVID-19 test upon returning to the
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Post at the expense of the cadet as well as a quarantine period no less than 4 days to receive a negative result from a COVID-19 test.

- Furloughs granted for the purpose of USARNG or USAR drills will be considered provided NMMI can verify with a commanding office of the unit that the drill is scheduled and the cadet is required to be present. The furlough will only be considered for the period of time to arrive, drill and return to the post. NMMI will consider the condition of the duty and may require COVID-19 testing and quarantine upon return to the Post.
- A discounted distance learning fee has been established and approved by BOR.
- Laptops will NOT be provided to restricted travel, new cadets who are unable to attend NMMI proper, due to concern regarding shipping of lithium batteries and incidents surrounding various Customs agencies holding the equipment.

**Cadet Evaluation Protocols**

Initial steps for CADET: COVID-19 SUSPECTED/CONFIRMED

1. Cadet reports to the infirmary with COVID-19 symptoms
2. Assessment performed by nursing staff using proper PPE
3. Cadet will be tested for:
   a. FLU-rapid test
   b. Strep-rapid test
   c. COVID-19-sample collected by RN
      i. Infirmary will obtain results
4. Symptoms will be treated based upon results and according to standing orders
5. If symptoms are life-threatening or if they become life-threatening at any time, cadet will be transported to the ENMMC ER for further evaluation and possible admittance to ENMMC
6. Parent(s) and or Guardian(s) of minor cadets will be notified via phone. If there is no answer, the Nurse Administrator will send an email
7. Adult cadets will be responsible for notifying parents

**CADET CARE IF COVID-19 suspected/confirmed:**

1. Cadet will be isolated in a room in a designated area in the barracks
2. A thermometer and a pulse oximeter will be provided to cadet for assessments by the infirmary staff
3. The infirmary staff will make EITHER direct contact or Telehealth contact with the cadet during the followings times for assessment of symptoms: temperature, oxygen saturation, pulse and overall well-being of cadet
   o 0545, 1000, 1400, 1730, and 2000
   o Cadet may contact the infirmary at any time if symptoms worsen or if cadet has any questions or concerns
4. DAILY:
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- The infirmary will update the TLA log with the names and room numbers of cadets who are isolating in one of the rooms in the barracks.

5. Cadet(s) will remain on infirmary status for the duration of their isolation and the infirmary will be the primary contact and responsibility of the cadet.

6. Commandant staff will assist the infirmary with welfare checks as needed.
   - Infirmary staff will order meals for cadets and arrange for delivery with SODEXO to cadet room.
   - In the event that a Cadet tests positive AND lives in the State of New Mexico or is sponsored by a family living in New Mexico, may at the legal guardian’s determination depart NMMI and reside with the family. Parent(s) or guardian(s) are required to pick up their minor-aged Cadet. Arrangements for this to be completed within 24 hours in order for Cadet to isolate and recover at home.
   - This Cadet’s Plan of Care will be under the supervision of the Charge nurse and Nurse Administrator of Marshall Infirmary.

Quarantine vs. Isolation

- Quarantine keeps someone who might have been exposed to the virus away from others. Quarantined cadets will be managed by the Commandant staff with assistance from Infirmary Staff.
- Isolation separates people who are infected with the virus away from people who are not infected. Isolated cadets will be managed by Infirmary Staff.

Screening Protocol

- Screening
  - Screening performed at NMMI will be conducted only at approved locations by trained medical staff or those trained by NMMI medical staff.
  - Records of screening will be kept per HIPAA standards.
  - Those providing screening and keeping records will be required to sign a HIPAA consent form acknowledging the HIPAA requirements.
  - Screening shall include the following per the CDC parameters:
    - Temperature
    - Pulse
    - Oxygen content (%)

Screening questions

- Have you had COVID-19?
- Have you been around someone who has had COVID-19?
- Do you have a fever?
- Masks will be worn at all times during the screening.
- Hands shall be sanitized prior to use of pulse/ox testing.
- HIPAA restricts staff from discussing any results of the screening.
Those required to be tested for COVID-19 shall be for a viral test to determine a current infection.

Those required to be tested shall adhere to the 14-day quarantine procedures until the expiration of the 14-day period or the results of the test are “Negative”.

All cadets shall be tested for COVID-19 virus infection upon arrival at NMMI.

All testing at NMMI shall be performed by or under the supervision of the NMMI medical staff located at Marshall Infirmary.

**Thermal Cameras (i.e. FLIR)**
- Requires FDA 510K clearance to be used as an “adjunct” screening tool for skin surface temperature readings.
- Measures temperature differences.
- Cannot determine if a person has a fever.
- Cannot determine if a person is sick, contagious or has a virus.
- A diagnostic decision can only be rendered by a healthcare professional using FDA approved methods, i.e. thermometer, blood test, viral test, etc.

**Protocol for Testing**

PCR-based testing is the only platform authorized for surveillance testing. Antigen-based testing may be used to rapidly identify COVID with a patient who presents symptoms. A negative antigen result with symptoms will be followed by a PCR-based test and the patient quarantined until the PCR results are known. A positive Antigen-based test result will be accepted as a positive with no PCR test required.

- **Tested positive for COVID-19**
  - 10 days minimum Isolation following CDC symptom tracking
  - Review by NMMI medical staff of no symptoms from last 24 hours
    - No symptoms, released from isolation
    - Symptoms detected will require 10 additional days isolation.
  - Per NMDOH protocol, if no symptoms are detected, the patient is released from isolation/quarantine.

- You can be with others after:
  - 24 hours with no fever and
  - Respiratory symptoms have improved (e.g. cough, shortness of breath) and
  - 10 days since symptoms first appeared

Depending on availability of testing, you might get tested to see if you still have COVID-19.

- **Close-Contact with anyone identified as being positive for COVID-19**
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- Contact tracing will be conducted for close contacts (any individual within 6 feet of an infected person for at least 15 minutes) of laboratory-confirmed or probable COVID-19 patients.

- Close-contact with someone known to have COVID-19 but had no symptoms:
  - 14 day quarantine maintaining the CDC symptom log.
  - Review of log and current symptoms by NMMI medical staff
    - No symptoms, released from Quarantine
    - Symptoms, requires status to Isolation protocol
- Per NMDOH protocol, if no symptoms are detected, the patient is released from isolation/quarantine without the requirement of a follow-on test.

- Depending on availability of testing, you might be tested to see if you still have COVID-19.
  - Close contacts who were diagnosed with COVID-19 positive RT-PCR test for SARS-CoV-2 RNA within the last 90 days and no current symptoms of COVID-19 do not have to quarantine, and retesting is not recommended.


Staff and Faculty

- All NMMI staff and faculty are required to follow all COVID-19 related protocols to include proper handwashing, disinfecting, social distancing, mask, and testing protocols. Staff and faculty who fail to adhere to the COVID-19 requirements are subject to disciplinary actions to include suspension from NMMI.
- NMMI staff and faculty are required to wear a mask while in the presence of cadets and particularly when a 6 foot minimum distance cannot be maintained. Face shields can be used for lectures. Activities such as coaching or providing troop commands are exempt from masks as long as the social distance of at least 6 feet is maintained.
- NMMI staff and faculty are required to wear masks when in meetings where the 6 feet distance cannot be maintained. Face shields or Plexiglas shielding are alternatives.
- NMMI staff and faculty are expected to transition in and out of the NMMI community on a daily basis. As such, it is further expected that NMMI staff and faculty will take extra precautions to mitigate risk to the NMMI community.
- Those staff and faculty who interact on a daily basis with the NMMI cadets will be required to be tested as soon as they expect to be in contact with the cadets. Thus, staff who are active at NMMI upon the arrival of the first cadets will be tested prior to that interaction. Staff who are arriving later in the matriculation process will be tested upon their arrival and results known before any interaction.
- Staff and faculty shall be screened on a daily basis via the screening protocol listed herein.
Screening locations shall be identified to all staff and faculty members and medical logs kept in accordance with HIPAA regulations by those who have signed the HIPAA forms and trained by NMMI Infirmary or Athletic Trainer staff.

In addition to the requirement to wear a face mask, NMMI will be providing COVID-19 testing for the protection of NMMI employees and cadets. If an employee refuses to take a COVID-19 test or wear a face mask, the employee will not be able to work for NMMI on post and must see Human Resources for additional information about leave available.

Initial steps for STAFF/FACULTY: COVID-19 SUSPECTED/CONFIRMED

- STAFF/FACULTY member reports to the infirmary with COVID-19 symptoms
- Assessment performed by nursing staff using proper PPE
- Staff and faculty with the above symptoms will be referred to the NMDOH for guidance and to Pathology Consultants of NM for COVID-19 testing
- New Mexico Department of Health COVID 19 Hotline-1-855-600-3453
- Pathology Consultants of NM, 600 N Richardson, 575-622-5600
- STAFF/FACULTY member, responsible for notifying HR and/or supervisor

Staying Home or Self-Isolating when Appropriate

- Faculty and staff who are sick or have recently had a close contact with a person with COVID-19 are required to remain at home.
- Before coming to campus, staff and faculty who have been sick with COVID-19 symptoms, tested positive for COVID-19, or have been potentially exposed to someone with COVID-19 (either through community-related exposure or international travel) to follow CDC guidance to self-isolate or stay home.
- To contact your primary medical provider for proper guidance on personal health.
- To call, not come in, your supervisor with any updates.
- To provide some form of medical clearance upon your return to work.

RETURN TO WORK PROTOCOL:

- If you have tested positive for COVID-19:
  - You are required to report at a minimum to your supervisor and NMMI HR of your status. NMMI is required to report any staff positive cases to the NMEVD and NMHED.
  - You are required to isolate for 10 days minimum.
  - You will be asked to identify any close contacts following the CDC guidance for close contacts.
  - You will be required to log your symptoms, if any, following CDC symptom tracking schedule.
If you have no symptoms over the past 24 hours, per CDC/NMDOH guidance, you are released from isolation.

- You can be with others after:
  - 24 hours with no fever and
  - Respiratory symptoms have improved (e.g. cough, shortness of breath) and
  - 10 days since symptoms first appeared

Depending on availability of testing, you might get tested to see if you still have COVID-19.

If you have had symptoms over the past 24 hours, you will be required 10 additional days isolation.

**Close-Contact with anyone identified as being positive for COVID-19**

- Per the NMDOH, Close-contact is defined as being less than 6 feet for more than 3 minutes (10 minutes with a mask) two (2) days prior to the contact being identified as having the COVID-19 virus.

- Close-contact with someone known to have COVID-19 but had no symptoms:
  - 14 day quarantine maintaining the CDC symptom log.
  - Review of log and current symptoms by NMMI medical staff
  - No symptoms, released from Quarantine
  - Symptoms, requires status to Isolation protocol
  - Per NMDOH protocol, if no symptoms are detected, the patient is released from isolation/ quarantine without the requirement of a follow-on test.

- Depending on availability of testing, you might be tested to see if you still have COVID-19.

**Close contacts who were diagnosed with COVID-19** by either (1) a positive RT-PCR test for SARS-CoV-2 RNA **within the last 90 days** and **no current symptoms** of COVID-19 **do not have to quarantine, and retesting is not recommended.**


**FAMILIES FIRST CORONAVIRUS RESPONSE ACT TEMPORARY POLICY**

- In light of the COVID-19 epidemic, the recently-implemented federal Families First Coronavirus Response Act (“FFCRA”), and NMMI’s commitment to the safety and well-being of our employees and other members of the community, NMMI has adopted this temporary policy (the “Policy”) that is effective until December 31, 2020.
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- Under this Policy, employees may take up to a maximum of two weeks of emergency paid sick leave (EPSL) in addition to other paid leave provided by NMMI, subject to the terms and conditions outlined below. Employees who qualify may also take Emergency Family and Medical Leave (EFMLEA) when a parent cannot work because their children’s schools or child care services are closed due to the pandemic.

- Request for Leave and Required Documentation.
  - An employee who seeks to use EPSL or EFMLEA shall request such leave in writing to the Human Resources Department, stating the reason the leave is requested. A form for requesting leave under this Policy will be available from the Human Resources Department.
  - Documentation supporting the need for leave must be included with the request for leave, such as:
    - A copy of the federal, state or local quarantine or isolation order related to COVID-19 applicable to the employee, or the name of the government entity that issued the order.
    - Written documentation from a health care provider advising the employee to self-quarantine due to concerns related to COVID-19, or the name of the provider who advised the employee to self-quarantine.
    - The name of the individual for whom the employee is taking leave to care who is subject to a quarantine or isolation order or is advised to self-quarantine, and the relationship between the employee and such individual.
    - The name and age of the child or children being cared for; the name of the school, place of care, or child care provider that closed or became unavailable; and a statement that no other suitable person is available to care for the child during the period of requested leave.
    - For children over age 14, a statement indicating the special circumstances that require the employee to provide care during daylight hours.

Carryover

Leaves available under this Policy will not carry over to the following calendar year and is in addition to any paid sick leave currently provided by NMMI.

- Staff Calendar
  NMMI has adjusted the staff calendar to coincide with the modified Fall 2020 academic calendar (attached)

Visitors / Vendors

- All visitors to NMMI are required to follow all COVID-19 related protocols to include proper handwashing, disinfecting, social distancing, and mask protocols. Visitors who fail to adhere to the COVID-19 requirements are subject to removal from NMMI.
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- All visitors (vendors) are required to report to designated screening sites prior to entry to NMMI.
- All visitors (vendors) are required to be screened prior to formal entry to NMMI is granted.
- All visitors are required to wear face masks when on Post. Face shields are an acceptable option.
- All vendors who interact within the buildings, cadets, staff or faculty are required to wear facemasks.
- All visitors will wear a wrist band to rapidly indicate to the staff, faculty and corps that they have been screened.
  - Red – Monday
  - Orange – Tuesday
  - Yellow – Wednesday
  - Green – Thursday
  - Blue – Friday
  - Pink - Weekends
- All staff family members who intend on being within the NMMI community are required to be screened prior to entry into the NMMI community.
- Parents who visit their minor cadets must adhere to the screening protocol herein prior to meeting with their cadet.
- All visitors must have an NMMI focus to be allowed on the Post; NMMI will restrict the general public from the Post.
- Toles Learning Center and the McBride Museum at Luna Hall will be closed to the public until further notice.
- Those visitors needing to conduct business at NMMI during the weekend, must call ahead and make an appointment to assure they are properly screened.
- Renting NMMI spaces
  - DLC will be restricted from public meetings for this protocol scenario.
  - Pearson and the Chapel will be allowed to rent under the current COVID-19 protocols. Interaction with the remainder of the Post will be restricted.

Access to NMMI / Parking

Standard Protocol
The purpose is to limit and direct visitors and vendors away from roving throughout the post and from traveling to the central part of the NMMI post and to direct them to various Screening locations. All scenarios consider the NMMI post bounded by Main, College, Kentucky and 19th Streets.

- Staff/Faculty Parking by NMMI Permit only. NMMI will enforce via ticket/tow those vehicles which are not permitted for the designated parking areas.
  - DLC Parking area
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- Honor Avenue as adjusted
- McClure
- Dow/Bates Hall

- Visitor/Vendor parking will be limited to:
  - Achievement Avenue via 19th Street and Mustang Avenue for Godfrey access.
  - The old stables pasture area; dirt and gravel area just east of Mustang Avenue.
  - All off-post parking areas, particularly those vacant lots located on Kentucky Street.
  - Lusk Hall Parking as designated.
  - Cadet/Vendor food drop-off will be limited to the designated area on Duty Avenue just east of the Infirmary.
  - Sodexo staff will be parking in the lot west and south of Bates as prior.
  - Infirmary staff will use the lot just West of Marshall on Kentucky.

- Vendor control will be strictly enforced as per the existing protocol which does require vehicles to have an identifying placard located on the dash and as distributed by NMMI Facilities Department including a date-stamp.

- Designated Screening stations are located in anticipation of the highest traffic areas.
  - Infirmary West Door entrance, downstairs
  - Lea Hall
  - Lusk Hall
  - Willson/McClure
  - Godfrey Athletic Center
  - Facilities/Stables
    - These designated locations are in addition to the 20+ hand-held touchless thermometers and pulse/oxygen devices already distributed.

**Temporary Fencing**

Will be used to limit visitor access to the Post without proper prior screening. New temporary fencing will be placed:

- North side of Colt Field from Saunders to the Cahoon construction area.
- Across Honor Avenue from the Cahoon construction area to the weight room tent fencing.
- Across the pathway from the Cahoon construction area to the stands on Colt Field.
- Across the pavement from Bates Hall to the field east of Dow Hall.
- Around the visitor parking area at Lusk Hall.
- Across the path from Willson to Hagerman.
Matriculation (Large Events) Protocol
The purpose is to limit all traffic to the post proper thus mitigating any opportunity of interaction with the corps prior to proper medical screening. All parking access on the NMMI post will be restricted. Where available, gates will be closed and barricades erected. The Commandant/Police will be responsible for any access request. The screening locations will remain generally the same with noted exceptions around the GAC as part of the matriculation LOI and screening protocol. Staff parking will be allowed at the Dow Hall parking lot and Visitor traffic and parking along Achievement and onto the Stables Pasture. Else, all parking will be limited to off-post locations.
Signs and Messages / Communications

- NMMI will post COVID-19 related signs in highly visible locations (e.g., building entrances, restrooms, dining areas) that promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a cloth face covering).
Communication Systems

- All communications shall be Consistent with applicable law and privacy policies, having students, faculty and staff report if they have symptoms of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days in accordance with health information sharing regulations for COVID-19, and other applicable federal and state privacy and confidentiality laws, such as the Family Educational Rights and Privacy Act (FERPA).

- NMMI will notify faculty, staff, students, families, and the public of NMMI closures and any restrictions in place to limit COVID-19 exposure (e.g., limited hours of operation).

Providing for a Healthy Environment (CDC)

Hand Hygiene and Respiratory Etiquette

- All cadets, visitors, staff and faculty will adhere to proper handwashing with soap and water for at least 20 seconds, often.
  - If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used.

- Faculty and staff are required to cover coughs and sneezes with a tissue or use the inside of your elbow. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.

Cloth Face Coverings

- Any time at least a 6 foot distance cannot be assured, such as in hallways or restrooms, use of cloth face coverings are required. Face coverings should be worn as feasible and are most essential in times when physical distancing is difficult. Individuals should not touch the face covering and to wash their hands frequently.

- Note: Cloth face coverings should not be placed on:
  - Anyone who has trouble breathing or is unconscious
  - Anyone who is incapacitated or otherwise unable to remove the cover without assistance

- Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms. Cloth face coverings are not surgical masks, respirators, or other medical personal protective equipment.

Adequate Supplies
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- NMMI supports healthy hygiene behaviors by providing adequate supplies, including soap, hand sanitizer containing at least 60 percent alcohol, paper towels, tissues, disinfectant wipes, cloth face coverings (as feasible), and no-touch/foot pedal trash cans (where available).
- Contact NMMI Facilities Department regarding any cleaning, disinfecting or sanitary materials needs.

Protection for Students, Faculty, and Staff at Higher Risk for Severe Illness from COVID-19

- NMMI will offer options for faculty and staff at higher risk for severe illness (including older adults and people of all ages with certain underlying medical conditions) that limit their exposure risk (e.g., telework and modified job responsibilities).
- Offer options for students at higher risk for severe illness that limit their exposure risk (e.g. virtual learning opportunities).
- Consistent with applicable law, put in place policies to protect the privacy of people at higher risk for severe illness regarding underlying medical conditions in compliance with applicable federal and state privacy and confidentiality laws.

PPE

- Masks
  - NMMI will issue masks for all cadets as part of the uniform issue.
  - NMMI will make available masks for staff and faculty
  - NMMI will have a very limited supply of masks for visitors/vendors.
  - NMMI expects our contractors to provide masks for their employees and to wear them according to State regulations and Federal Protocols.
- Gloves
  - NMMI will not provide extra gloves but anticipates elements involved in healthcare, food service, or cleaning activities will be supplied with gloves and use them with proper protocols.
- Screens (Plexiglas)
  - The initial list of locations for the shields: NOTE: Plexiglas material is in very short supply and is back-ordered.
    - Cadet store POS
    - Administrative Assistant Positions
    - Infirmary
    - Commandants Office
    - Cashiers desk
    - Pro-shop POS
    - Library Circulation Desk
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- GAC Front Desk
- PX POS
- Post Office
- IT Service Desk
- Registrar
- Registrar
- Starbucks PX POS
- Alterations
- Dry Cleaning
- Luna Receptionist
- Facilities
- Toles

**Regulatory Awareness**

- NMMI will work to remain aware of state or local regulatory agency policies related to group gatherings to determine if events can be held.

**Mass Gatherings**

- NMMI will pursue virtual group events, gatherings, or meetings, where possible, and promote social distancing of at least 6 feet between people if events are held. NMMI will limit group size to the extent possible and as required by NMDOH.
- NMMI will pursue options to convene sporting events and participate in sports activities in ways that reduce the risk of transmission of COVID-19 to players, families, coaches, and communities.
- NMMI will limit any nonessential visitors, volunteers, and activities involving external groups or organizations as possible – especially with individuals who are not from the local geographic area (e.g., community, town, city, or county).

**Virtual Meetings**

- NMMI will provide for in-person meetings with video or tele-conference calls whenever possible.
- NMMI will continue to provide student support services virtually, as feasible.
- When possible, NMMI will use flexible work and flexible work or learning hours (e.g., staggered shifts) to help establish policies and practices for social distancing (maintaining distance of approximately 6 feet) between people, especially if social distancing is recommended by state and local health authorities.
- NMMI will require department supervisors to determine those services considered essential to the operation of NMMI for the given phase as well as
those individuals required to support the essential duties. NMMI will provide materials, PPE and equipment for those staff members considered essential.

On-Line Teaching

NMMI parents and guardians have chosen to have their children attend NMMI in part because there is in-person instruction in a safe and secure environment. NMMI’s Administration is committed to meeting that expectation. That said, NMMI understands that rare circumstances have to be taken into consideration as we deliver in person instruction. In those cases, in accordance with the Americans with Disabilities Act, NMMI will consider reasonable accommodations that may include allowing some eligible faculty to teach classes from home for a limited time, so long as those classes lend themselves to that model. In addition, NMMI recognizes that some employees may be FMLA-eligible (see Family Medical Leave Act information available at https://www.eeoc.gov/laws/guidance/your-employment-rights-individual-disability).

Employees who are temporarily permitted to work from home must certify that appropriate internet and a safe and appropriate video/audio environment are available.

Prior to granting a reasonable accommodation, NMMI requires complete and sufficient medical documentation from an employee’s healthcare provider. Such information will allow NMMI to determine what benefits/accommodations are available to the employee. The healthcare provider’s written communication must be specific and provide sufficient detail as to the medical need for the employee to teach from home.

NMMI asks that you request your health care provider to provide such information, complete the FMLA paperwork, and return it to the Human Resources office as soon as possible. That way there will be no delay in responding to your request to work from home.

Please reference FMLA guidelines and form, and information in regards to ADA.

REQUEST FORM FOR TEMPORARY ACCOMMODATION DURING THE COVID-19 PUBLIC HEALTH EMERGENCY FOR EMPLOYEE WITH UNDERLYING MEDICAL CONDITIONS – See Attached document in References section


- NMMI is limiting non-essential travel in accordance with state and local regulations and guidance.
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- NMMI will encourage students, faculty and staff who use public transportation or ride sharing to use forms of transportation that minimize close contact with others (e.g., biking, walking, driving or riding by car either alone or with household members).
- NMMI will encourage students, faculty and staff who use public transportation or ride sharing to follow CDC guidance on how to protect yourself when using transportation. Additionally, encourage them to commute during less busy times and clean their hands as soon as possible after their trip.

**Designated COVID-19 Point of Contact**

The NMMI office responsible for responding to COVID-19 concerns is the President/Superintendent.

**Participation in Community Response Efforts**

NMMI is participating with state and local authorities in broader COVID-19 community response efforts (e.g., sitting on community response committees).

**Back-Up Staffing Plan**

All NMMI departments are encouraged to monitor absenteeism of employees and students, cross-train staff, and create a roster of trained back-up staff.

**Staff Training**

NMMI has committed to train students and staff on all COVID-19 related safety protocols.

NMMI will conduct training virtually or ensure that social distancing is maintained during training.

**Recognize Signs and Symptoms**

NMMI will conduct daily health checks or ask faculty, staff, and students to conduct self-checks (e.g., temperature screening and/or symptom checking).

Health checks should be done safely and respectfully, and in accordance with any applicable federal or state privacy and confidentiality laws and regulations. NMMI administrators may use examples of screening methods found in CDC’s General Business FAQs.
Symptoms of Coronavirus:

Symptoms reported vary widely from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.

- People with these symptoms may have COVID-19:
  - 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

- Staff and faculty with the above symptoms will be referred to the NMDOH for guidance and to Pathology Consultants of NM for COVID-19 testing
  - New Mexico Department of Health COVID 19 Hotline-1-855-600-3453
  - Pathology Consultants of NM, 600 N Richardson, 575-622-5600

Cadet(s) with the above symptoms will be treated by the infirmary staff

When to Seek Emergency Medical Attention

Look for emergency warning signs* for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.
Call 911 or call ahead to your local emergency facility: Notify the operator that you are seeking care for someone who has or may have COVID-19.

Sharing Facilities

NMMI will require any organizations that share or use NMMI facilities to also follow these protocols.

Support Coping and Resilience

- Encourage employees and students to take breaks from watching, reading, or listening to news stories, including social media if they are feeling overwhelmed or distressed.
- Promote employees and students eating healthy, exercising, getting sleep and finding time to unwind.
- Encourage employees and students to talk with people they trust about their concerns and how they are feeling.
- Consider posting signages for the national distress hotline: 1-800-985-5990, or text TalkWithUs to 66746

Preparing for When Someone Gets Sick

Advise Sick Individuals of Home Isolation Criteria

- Sick faculty, staff, or students should not return to in-person classes or NMMI facilities, or end isolation until they have met CDC’s criteria to discontinue home isolation.

Isolate and Transport Those Who are Sick

- Make sure that faculty, staff, and students know they should not come to NMMI if they are sick, and should notify NMMI officials (e.g., NMMI designated COVID-19 point of contact) if they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.
- Immediately separate faculty, staff, and students with COVID-19 symptoms (such as fever, cough, or shortness of breath). Individuals who are sick should go home or to a healthcare facility, depending on how severe their symptoms are, and follow CDC Guidance for caring for oneself and others who are sick. NMMI will follow CDC’s Guidance for Shared or Congregate Housing for those that live in NMMI housing.
- Work with NMMI administrators and healthcare providers to identify an isolation room, area, or building/floor (for on-campus housing) to separate anyone who has COVID-19 symptoms or tests positive but does not have symptoms. NMMI
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healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. See: What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection.

- Establish procedures for safely transporting anyone who is sick to their home or to a healthcare facility. If you are calling an ambulance or bringing someone to the hospital, try to call first to alert them that the person may have COVID-19.

**Clean and Disinfect**

- NMMI will close off areas used by a sick person and will not use these areas until after cleaning and disinfecting.
- NMMI will ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children.

**Notify Health Officials and Close Contacts**

- In accordance with applicable federal, state and local laws and regulations, NMMI will notify local health officials, faculty, staff, and students immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA) external icon, FERPA or and other applicable laws and regulations.
- Inform those who have had close contact with a person diagnosed with COVID-19 to stay home or in their living quarters and self-monitor for symptoms, and follow CDC guidance if symptoms develop.

**NMMI Medical Room Protocol**

- NMMI recognizes a scenario where NMMI will be unable to send an infected cadet home to recover and an on-campus, quarantine option, other than the on-post infirmary, may be required. As a result, housing leaders planned for COVID-19-infected students who would recover on campus, by expanding a "medical rooms" concept.
- Unused rooms would be available at times to accommodate students who were determined to need to be quarantined. Students who were required to do so, could self-isolate in one of these rooms.
- NMMI has 965 beds in 475 rooms which house at least two cadets on three floors. There are 46 common sink rooms with showers and toilets serving up to 24 cadets. One or more of these would be identified and set aside for the medical rooms and off-limits to the remainder of the corps.
- NMMI Commandant’s staff would contact those students daily (usually via phone) for a non-medical check-in. NMMI’s medical provider would make required contact with medical need students. Quarantined students would be
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provided food to the rooms during regular meal schedules. NMMI will stock in-room refrigerators with sports drinks and healthy snacks. The rooms will have linens, furniture, and internet. Daily trash removal, linen cleaning services and sink room cleaning protocols will be instituted.

- Students could stay for the full course of their illness; others stayed until a parent transported them home.
- In addition to medically supervised beginning of term Hygiene training, NMMI will have signs posted throughout about hand-washing, not sharing drinks, and covering coughs. Disinfectants will be kitted and provided in all sink rooms for cadets to use. These same precautions protect students many other diseases such as COVID-19.

Contact Tracing Protocol


Summary of COVID-19 Specific Practices

- Contact tracing will be conducted for close contacts (any individual within 6 feet of an infected person for at least 15 minutes) of laboratory-confirmed or probable COVID-19 patients.
- Remote communications for the purposes of case investigation and contact tracing should be prioritized; in-person communication may be considered only after remote options have been exhausted.
- Testing is recommended for all close contacts of confirmed or probable COVID-19 patients.
- Those contacts who test positive (symptomatic or asymptomatic) should be managed as a confirmed COVID-19 case.
- Asymptomatic contacts testing negative should self-quarantine for 14 days from their last exposure (i.e., close encounter with confirmed or probable COVID-19 case)
- If testing is not available, symptomatic close contacts should self-isolate and be managed as a probable COVID-19 case.
- If testing is not available, asymptomatic close contacts should self-quarantine and be monitored for 14 days after their last exposure, with linkage to clinical care for those who develop symptoms.
- For COVID-19, a close contact is defined as any individual who was within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection) until the time the patient is isolated.
- The public health evaluation of close contacts to patients with laboratory-confirmed or probable COVID-19 may vary depending on the exposure setting. Contacts in special populations and/or congregate settings require additional
close considerations and may need handoff to a senior health department investigator or special team. Additional guidance on managing these contacts can be found in Outbreak Investigations.

- Close contacts who were diagnosed with COVID-19 by either (1) a positive RT-PCR test for SARS-CoV-2 RNA within the last 90 days or (2) a healthcare provider based on their symptoms, and 90 days or less have passed since their symptoms began.
  - Those with no current symptoms of COVID-19 do not have to quarantine, and retesting is not recommended.
  - Those with symptoms should begin self-isolation immediately for 10 days after symptom onset and consult with a medical provider to determine if they may have been re-infected with SARS-CoV-2 or if symptoms are caused by another etiology. Contacts with no primary healthcare provider will need to be connected to telemedicine (e.g., videoconference or phone consultation). Negative test results for contacts do not change the length of quarantine. It is still 14 days.

Close Contact Evaluation and Monitoring Priorities

- In jurisdictions with testing capacity, symptomatic and asymptomatic close contacts to patients with confirmed and probable COVID-19 should be evaluated and monitored. For areas with insufficient testing support and/or limited public health resources, the following evaluation and monitoring hierarchy (Box 4) can be used to help guide prioritization. The hierarchy is based on the assumption that if close contacts listed in Priority 1 become infected, they could potentially expose many people, those at higher risk for severe disease, or critical infrastructure workers. If close contacts in Priority 2 become infected, they may be at higher risk for severe disease, so prompt notification, monitoring, and linkage to needed medical and support services is important.

- When prioritizing close contacts to evaluate and monitor, jurisdictions should be guided by the local characteristics of disease transmission, demographics, and public health and healthcare system capacity. Some states require mandatory testing for specific circumstances. Local decisions depend on local guidance and circumstances.

State Reporting and Testing Requirements

An emergency amendment was added to 11.5.1 NMAC, Section 16 effective 05 August, 2020. Explanatory note: The New Mexico Environment Department (NMED) issued a temporary emergency amendment which is effective for 120 days. The temporary emergency amendment is in response to the current state of public health emergency regarding COVID-19. Key elements include:
Within four (4) hours of learning that an employee tested positive for coronavirus disease (COVID-19), each employer shall report the positive test to the bureau.

a. Nmenv-osha@state.nm.us; (505) 476-8700 (tel.), (505) 476-8734 (fax)

It is the employer’s responsibility to ensure that all identified close contacts to a positive case are sent for testing and it is the employer’s responsibility to obtain proof of a negative result prior to allowing staff back to work.

Close contacts must quarantine for 14 days because symptoms may appear as late as the 14th day. Close contacts must test after initial notification, and may need to re-test if they develop symptoms within the 14-day window. If the first test was negative, and no symptoms develop, the employee may return to work on the 15th day. – Jimmy Masters, Southeast Region Director, NMDOH (25, Aug., 2020).

Ref. Checklist for Buisiness/Facility Compliance in Response to one or more COVID-19 Postive Employee(s) in the Workplace.

**Reporting Positive COVID-19 Cases among Student Employees, Faculty and Staff Members**

If a student employee (including a student conducting work study), faculty or staff member tests positive for COVID-19, NMED’s emergency amendment requires higher education institutions to report the case to the agency via email.

- To: Occupational Health and Safety Bureau, New Mexico Environment Department o Email: NMENV-OSHA@state.nm.us

Please include the Department on these notifications via email as well.
- CC: Office of the Secretary, New Mexico Higher Education Department o Email: NMHED.COVID@state.nm.us

**Reporting Positive COVID-19 Cases within the Student Population**

If a student tests positive (whether it is a student residing on or off campus), you must report the case to the Department via email.
- To: Office of the Secretary, New Mexico Higher Education Department o NMHED.COVID@state.nm.us

**Reporting Information**

The following information must be included when reporting a positive case:
- Name of the higher education institution
- Address, city, state and zip code of the higher education institution
- Employer representative contact, email and telephone number
NMMI Spring 2021 Campus Plan and Protocols

- Number of people employed and number of students enrolled at the higher education institution
- Number of individuals who tested positive
- Identifier for the positive COVID-19 case(s) o Example: Student (on-campus resident, off-campus resident, student athlete and/or student employee), faculty or staff member o Please do not include names or personally identifiable information.

- Date of COVID-19 test(s)
- Date each positive individual was last on campus
- Date each positive individual began to self-quarantine

Please feel free to use the template from the Department’s website and attach it to the email to the State’s agencies. The Department will contact a designated employee at your higher education institution to discuss the full scope of the case(s). Questions and considerations will include, but are not limited to, the following:
- Does it constitute a rapid response? o A rapid response may require the immediate closure of facilities and testing of individuals.
- What facilities did the individual(s) visit on campus? o Based on the answer, we will discuss proper cleaning and sanitizing protocols.
- Are impacted individuals self-quarantining or isolating?

In addition, the designated employee(s) on your campus will be contacted by one or both of the following divisions from NMDOH to complete their investigations related to a positive case:
- Contact Tracing Division, New Mexico Department of Health o To learn more about contact tracing, click here.
- Epidemiology and Response Division (ERD), New Mexico Department of Health o To view ERD’s Policies for the Prevention and Control of COVID-19 in New Mexico, click here. This guide establishes an overview of policies and procedures for containing COVID-19. Additional technical resources are included for healthcare providers, businesses and employers responsible for protecting the general public against the spread of COVID-19.

If you have any questions, please contact the Department at NMHED.COVID@state.nm.us. The email is monitored regularly and a representative will respond promptly.
Quarantine Protocol

- Most cadets on campus. Cadets who can reside within the State are allowed to depart NMMI. All cadets who depart are required to test and quarantine upon return to NMMI.
- Most staff and faculty on campus. Only essential to minimal operations
- Remote only teaching scenarios in effect
- Highest restrictions for no visitors or events
- Meals are delivered to the Hagerman and Saunders barracks only.
- A cadet services rotation will be enacted similar to the following:

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Bates = Cadet Store & Contact Laundry Service
JRT/VMV = Mail Room, PX, Coffee Shop, Barbershop
Area 1 = Colt Field
Area 2 = West Stapp Field
Area 3 = Middle Stapp Field
Area 4 = East Strapp Field
Area 5 = Pixie Field

- Uniform of the Day – will be PT for the quarantine period

- Academics
  Cadets now attending in classroom instruction will during the two week quarantine take their classes online. The Dean has asked Associate Deans to discuss with each of their faculty the approach that they will take in their course and to pass that information onto each of the cadets that they have in their classes. This does not impact the current 300 cadets taking course so line from
those faculty permitted to teach from home. Cadets should contact their instructor or adviser if they have any questions.

- Cadets will not be permitted in any academic building to include the Library and the Band room until after the end of the quarantine.
- Faculty teaching from home during the quarantine period will not have to be tested when they come back on campus unless there is a reason otherwise for them to be tested.
- Faculty and Academic Staff can work at home unless there is a specific reason requiring them to come to work in their office on campus.

Food Service – food service to the barracks are expected to be similar to the following:

*Breakfast Roll Call*

0630 - Hagerman 1st Squadron  
0700 - Hagerman 2nd Squadron  
0730 - Saunders 3rd Squadron  
0800 – Godfrey Athletic Center (if in use)

*Dinner Roll Call Junior College*

1145 - Hagerman  
1215 - Saunders  
1230 - Godfrey Athletic Center (if in use)

*Dinner Roll Call High School*

1245 - Hagerman  
1315 - Saunders

*Supper Roll Call*

1730 - Hagerman 1st Squadron  
1800 - Hagerman 2nd Squadron  
1830 - Saunders 3rd Squadron  
1900 - Godfrey Athletic Center (if in use)
NMMI Spring 2021 Campus Plan and Protocols

- Deliver by squadron to provide ample time to produce, box, and deliver. This time windows would allow for meals to stay warm and maintain quality. We will monitor the numbers per barrack per squadron and assistance with distribution so each cadet is assured adequate meals.

- We will provide a snack back daily during SRC in lieu of 4themeal during the entire quarantine period.

- We will provide and monitor/replenish water stations with touchless spigots at the barracks effective DRC tomorrow (3 in Hagerman, 2 in Saunders). Assorted soft drinks will be provided with boxed meals as well.

- Cadets with special diets – based on the type of restrictions, these meals will need to be picked up and delivered by the commandant staff at Bates for efficiency purposes.

Exercise

NMMI will provide outside exercise time for those in quarantine strictly adhering to the distancing and mask protocols. Typically, the outside time for the corps will be from 1540-1740.

The rotation will be by squadron and they will split off into troops. 1st Squadron will go from 1540-1620, 2nd Squadron will go from 1620-1700, 3rd Squadron will go from 1700-1740.

Colt Field will be used for 1 troop, Stapp Field for 3 troops, and Pixie Field for 1 troop. Each troop will have their own area.

Area 1: Colt Field
Area 2: West Stapp
Area 3: Middle Stapp
Area 4: East Stapp
Area 5: Pixie Field

Rotation:

Athletics is in charge of this time. We will need 2 adults per troop area to supervise and AD said requires every athletics employee needed to be on the rotation. Per COS: no footballs, Frisbees, baseball or things like that can are passed hand to hand. Soccer balls are allowed. Other than that, the kids can basically do whatever they want within that area as long as they are socially distanced. The point is to let them get outside. **We must enforce social distancing and masks need to be worn the entire time.**

Medical / Infirmary Operations, news for parents:

- The infirmary will conduct business as usual
- The infirmary will open and available to cadets 24/7
- Offsite medical appointments are still available
- Clinic times with our on-site providers, Tuesday 1600-1800, Friday 0800-1000. Attending Doctor’s clinic schedule varies for the infirmary; however, times are always listed ahead of time on the infirmary clinic calendar
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- Sick Call – 0700 for all cadets with the exception of Isolation cadets who have a call number.
- Scheduled medical appointments - Cadets with appointments offsite are handled as usual.

Mental Health and Well Being:
- Who to contact – Chaplain
- I also have a contact list of local counselors if needed for referral.
- Crisis number – The NMMI Infirmary and/or Chaplain.

Spiritual care
- “Sunday message” from NMMI chapel will be recorded and added to the NMMI Alumni Memorial Chapel FB page – along with links to other recorded services.
- Chapel be “open” to cadets throughout the quarantine period.
  Additional signage – enforcing the updated protocol.
- No congregational meetings during quarantine period.

Visitors, food delivery
- NMMI is closed. No visitors are allowed.
- Duty and Mustang gates are open from 0600-1800. All others are closed.
  o Will be closed on the weekend.
- Contractors will be allowed on Post with proper screening/ will not contact cadets
  o Will Mustang, coming down the front of GAC; Honor to remained closed.

Staff re-testing
- Staff will not be required to re-test after the quarantine period. Staff who have other causes such as being a close-contact to family members or others, develop symptoms, etc.

Staff Duties
- If they are not required to support the cadets, stay at home during quarantine period.
- Will test essential workers at NMMI infirmary; else go to PCL or DOH.
- Have 27 PCL tests. PCL has 700 for returning cadets.

SROTC
- The SROTC Cadre will be conducting their business from their offices in Dow Hall as we aren't authorized to telework. We will still conduct classes as necessary via video forum.

END OF DOCUMENT
RESOURCE GUIDE:

APPLICABLE FEDERAL, STATE, LOCAL AND ASSOCIATION RULES, REGULATIONS AND GUIDANCE RE: COVID-19 HEALTH AND SAFETY

FEDERAL


21. People Who Are at Higher Risk for Severe Illness (May 14, 2020), CDC

22. CDC Activities and Initiatives Supporting the COVID-19 Response and the President’s Plan for Opening America Up Again, CDC (May 17, 2020)


24. If You Sick or Caring for Someone (May 24, 2020), CDC


33. COVID-19 and the American Workplace, DOL, Wage and Hour Division https://www.dol.gov/agencies/whd/pandemic


35. Opening Up America Again, the White House. https://www.whitehouse.gov/openingamerica

STATE OF NEW MEXICO


LOCAL

1. City of Roswell COVID-19 Updates
http://roswell-nm.gov/1242/COVID-19-Updates

HIGHER EDUCATION ASSOCIATIONS

1. American College Health Association (ACHA), Considerations for Reopening Institutions of Higher Education in the COVID-19 Era


3. Core Principles of Resocialization of Collegiate Sport, NCAA
https://www.ncaa.org/sport-science-institute/core-principles-resocialization-collegiate-sport)

4. National Junior College Athletic Association COVID-19 Information,
https://www.njcaa.org/general/2019-20/releases/20200616eut4zh

NMMI Reference Documents

1. SODEXO’s RISE WITH NMMI RE-OPENING PLAN
https://www.nmmi.edu/

2. WELLPATH’s (Infirmary) PROTOCOL PLAN

3. NMMI Policies
https://www.nmmi.edu/nmmi-policies/

4. NMMI 2021 Matriculation LOI
REQUEST FORM FOR TEMPORARY ACCOMMODATION DURING THE COVID-19 PUBLIC HEALTH EMERGENCY FOR EMPLOYEE WITH UNDERLYING MEDICAL CONDITIONS

Employee to Complete

Employee’s Name:__________________________ Date of Birth:__________________________

Home Address:________________________________________________________________________

Home Phone Number: __________________ Work Phone Number:__________________________

Email:_______________________________ Supervisor:_______________________________

Job Title:_____________________________ School/Dept:_______________________________

MEDICAL RELEASE AUTHORIZATION BY EMPLOYEE

With my signature below, I hereby authorize NMMI to obtain any medical information and documentation necessary to process the request in Part B of the DOCUMENTATION BY HEALTHCARE PROVIDER OF UNDERLYING MEDICAL CONDITION on pages 2-3 of this form. I understand that NMMI may require additional medical information. I also authorize NMMI to share relevant medical documentation with supervisors and other staff only to the extent necessary to implement my accommodation request, if approved.

Signature:_________________________________________ Date:__________________________
Healthcare Provider to Complete

Part A

Does the patient have one of the following CDC-identified medical conditions (listed below in Part A of this form) that places the patient at a higher risk of severe illness from COVID-19? Please check ___Yes or ___No.

As the healthcare provider familiar with this employee and/or this employee’s medical records, do you recommend that this employee be assigned alternate work conditions in a low contact or off-campus setting? Please check ___Yes or ___No.

☐ Cancer under current treatment (not in remission)
☐ Chronic kidney disease
☐ COPD (chronic obstructive pulmonary disease)
☐ Immunocompromised state (weakened immune system) from solid organ transplant
☐ Obesity (body mass index [BMI] of 30 or higher)
☐ Serious heart conditions, such as heart failure, coronary artery disease, or cardiomyopathies
☐ Sickle cell disease
☐ Type 2 diabetes mellitus
☐ Cancer under current treatment (not in remission)
☐ Chronic kidney disease
☐ COPD (chronic obstructive pulmonary disease)
☐ Immunocompromised state (weakened immune system) from solid organ transplant
☐ Obesity (body mass index [BMI] of 30 or higher)
☐ Serious heart conditions, such as heart failure, coronary artery disease, or cardiomyopathies
☐ Sickle cell disease
☐ Type 2 diabetes mellitus

Or Part B

If the patient does not have one of the conditions listed above, does the patient have one of the following CDC-identified medical conditions, or another condition, which might place the patient at a higher risk of severe illness due to COVID-19? Please check ___Yes or ___No.

If you answered “Yes” to Part B, then please answer the questions that follow.

☐ Asthma (moderate-to-severe)
☐ Cerebrovascular disease (affects blood vessels and blood supply to the brain)
☐ Cystic fibrosis
☐ Hypertension or high blood pressure
☐ Immunocompromised state (weakened immune system) from blood or bone marrow transplant, immune deficiencies, HIV, use of corticosteroids, or use of other immune weakening medicines
☐ Neurologic conditions, such as dementia
☐ Liver disease
☐ Pregnancy
☐ Pulmonary fibrosis (having damaged or scarred lung tissues)
☐ Smoking
☐ Thalassemia (a type of blood disorder)
☐ Type 1 diabetes mellitus
As the Healthcare provider familiar with this employee and/or this employee’s medical records, does this particular employee’s condition place the employee at a higher risk for severe illness from COVID-19?

_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

What has the employee told you are his or her job duties? Do you believe this employee needs to be assigned alternate work conditions in a low contact or off-campus setting to perform the employee’s job duties during the public health emergency?

_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

Please list possible accommodations that this employee needs to perform the employee’s job duties during the public health emergency, including PPE, physical shields, extra cleaning, changes to location, schedule or duties, reduction in number of contacts with students and other staff and individuals, etc.,

_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

Would the employee be able to perform their work duties with your recommended accommodations?

_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

I hereby certify that the above information is true and correct and that it is my responsibility to give objective medical information and to update such information during the public health emergency.

Signature: ___________________________________________ Date: ______________________

Printed Name: __________________________________________

Name of Practice and Physical Address: __________________________________________

____________________________________________________________________________________

Email Address: _______________________________ Phone #: ______________________