

# Chapter Facility Guidelines for COVID-19

**THESE GUIDELINES AND RULES WILL BE IN EFFECT FOR THE ENTIRETY OF THE FALL TERM AND WILL BE REVISITED AT THE BEGINNING OF THE SPRING TERM.**

## PREPARING COMMON AREAS

The CDC states that limiting face-to-face contact with others is the best way to reduce the spread of COVID-19. [Social distancing](#) means keeping space between yourself and other people by staying at least 6 feet apart, not gathering in groups and staying out of crowded places and mass gatherings.

Common areas are accessible with limited occupancy that allows for social distancing. Furniture will be rearranged where appropriate and/or removal of seating to ensure spacing of at least 6 feet. When not feasible, markers will be used to indicate distances of 6 feet.

## ALL MEMBER EXPECTATIONS

1. Alpha Chi Omega recommends access to the facility be limited as much as possible this year to members only. Visitors such as advisors, corporation members, vendors, college/university officials or headquarters personnel may also require access at various times.
  - a. As a reminder, common areas are not to be used as sleeping areas.
2. Non-residents may only be in the common areas of the facility on the lower floors. They are not to be permitted in residential areas of the facility.
  - a. Adjusted capacity of each common area should be followed.
3. Protective face coverings should be worn at all times by all members in common areas of the facility.
4. Any non-resident, vendor or other visitor who enters the facility should sign in and out at an area designated near the entrance.
5. Any non-resident, vendor or other visitor should not visit the chapter facility if they are feeling ill or are experiencing any symptoms of COVID-19.
6. Chapters are expected to follow local, state and university guidelines and regulations for any gather size restrictions at the chapter facility.

## LIVE-IN MEMBER EXPECTATIONS

1. Residents should abide by all house rules and restrictions.
2. Residents should plan to bring sanitizing wipes for their personal use within their living space.

## KITCHENETTE / SISTERS' KITCHEN

1. Alpha Chi Omega recommends house corporations determine capacity for this space based on social distancing guidelines and post in a visible location.
2. Alpha Chi Omega recommends that use of the stove be scheduled to ensure adequate distance and that the stove be wiped down after personal use.
3. Alpha Chi Omega recommends reusable kitchen items (flatware, dishes, cups) and cleaning supplies be removed and replaced with single-use options as appropriate. Exception is during meal service when employees are ensuring the proper cleaning of these reusable items.
4. Alpha Chi Omega recommends ice machines that are not dispensers be discontinued for member use.

## LAUNDRY ROOMS

House corporations should consider determining capacity for the laundry room and post in a visible location. Alpha Chi Omega recommends use of the washer/dryer be scheduled to ensure adequate distance and that the machines be wiped down after each use.

## RESTROOMS

1. Alpha Chi Omega recommends restrooms be designated and assigned per resident room.
2. Soap and paper towels should be stocked at all times.
3. Signage on proper hand washing should be available in all bathrooms.
4. Where possible, leave main restroom doors open to avoid the need to use door handles to open/close.
5. Because sinks could be an infection source, Alpha Chi Omega recommends middle sinks be blocked from usage or barriers be created between sinks. Residents should avoid placing toothbrushes/toothpaste directly on counter surfaces.

## EXERCISE ROOMS

1. Alpha Chi Omega recommends that exercise rooms in the facility be closed this year.
2. Should the chapter decide to leave them open, Alpha Chi Omega recommends rules be created that:
  - a. Restrict the number of people allowed in at one time to ensure everyone can stay at least 6 feet apart.
  - b. Require cleaning by the individual after each use.

## QUARANTINE/ISOLATION PLAN

Alpha Chi Omega facilities are not to be used as quarantine or isolation space should a member be diagnosed with COVID-19. Local, state and college/university regulations should be consulted and followed related to next steps in case of an infection. We are asking that all sisters who live in the house determine a secondary location should they show symptoms, test positive for the virus or come in close contact with someone who has tested positive.

1. If a member is experiencing symptoms of, has been exposed to or tests positive for COVID-19, she is encouraged to seek medical assistance immediately through the college/university health services center or a local health care provider. In addition:
  - a. The member should relocate to a secondary location whenever possible – primary residence, college/university space, etc.
  - b. The member should limit her exposure to others as much as possible, continue to social distance and wear a mask when outside of her personal sleeping room.
  - c. The member should alert the chapter president and chapter advisor.
2. If the member tests positive, she is also encouraged to:
  - a. Follow college/university guidelines for reporting
  - b. Alert the chapter president and chapter advisor
  - c. If still in the facility, relocate to a secondary location whenever possible – primary residence, university space, etc.
3. The chapter president should notify the house director and National Housing Corporation (NHC) staff or local house corporation (LHC) president as soon as possible.
4. The house director and NHC/LHC should coordinate a thorough cleaning of the exposed areas of the facility as soon as possible.
5. If other members were exposed, they must leave the facility to quarantine for 14 days whenever possible.
6. The chapter must notify all women living in the facility each time a member tests positive (see example email below).
  - a. For privacy, the chapter cannot share the name of the member who tested positive. If the member chooses to reveal this information herself, she can do so at her own discretion.
  - b. The email must be sent as soon as possible after learning of the positive test result.
7. The member should not return to the chapter facility until recommended to do so. The Centers for Disease Control and Prevention (CDC) recommends the criteria below for when someone can stop isolating in place. Note that most people do not require testing to determine when they can be around others; however, if a healthcare provider recommends testing, they will let the member know when she can resume being around others based on her test results.

IF YOU HAD SYMPTOMS	IF YOU HAD NO SYMPTOMS
<ul style="list-style-type: none"> <li>• 14 days since symptoms first appeared <b>AND</b></li> <li>• 24 hours with no fever without the use of fever-reducing medication <b>AND</b></li> <li>• Other symptoms of COVID-19 are improving (note that loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation)</li> </ul>	<ul style="list-style-type: none"> <li>• 14 days have passed since you had a positive test for COVID-19</li> </ul>

For those who may have had severe COVID-19 related symptoms, they may need to isolate up to 20 days. Guidance from the CDC is updated regularly on this topic and can be found here:

<https://www.cdc.gov/coronavirus/2019-ncov/ifyou-are-sick/end-home-isolation.html>