

## **COVID-19 INTERIM VISITOR POLICY**

In an effort to protect the health of the Mercy College community during the COVID-19 and prevent the spread of the virus, the College has implemented the following limitations on visitors to any Mercy College campus or location until further notice.

### **Visitors on Campus**

Access to all Mercy College buildings is restricted to students, faculty, staff, designated vendors and service operators, and invited guests (including prospective students and families, board members, donors, partners, etc.) who are essential to our business model. Parents and families of residential students may be allowed on campus during move-in and move-out periods, as well as during emergency situations such as if a student is injured or ill, or needs to quarantine or isolate due to COVID-19, to assist students. All other visitors will be admitted by appointment only. All visitors to campus shall comply with the guidelines listed below.

### **Scheduling and Hosting Visitors**

- All visitors, including guests of Mercy students, faculty and staff, must be pre-scheduled by close of business the day before their visit by completing a Visitor Form that will inform Mercy College Campus Safety of their arrival, unless there are extenuating circumstances.
- Visitors ~~and guests~~ will be required to present a completed Visitor Screening Form to gain entry to a campus location. Employees who invite a guest to visit the College should provide their visitors with a copy of this policy and the Visitor Screening Form in advance of their visit.
- Unannounced visitors or visitors who do not have a Visitor Screening Form will be asked to wait at the entrance to the building until their appointment on campus can be verified and they fill out the visitor form.
- Staff or Faculty must meet their visitor at the designated entrance to the building where they will be meeting and escort them to and from the meeting space.
- Departments shall enter the required information for each visitor in the online Mercy Visitor Log on a daily basis. This information may be used in the contact tracing process in the event of a confirmed case of COVID-19.

### **Required Health Screening and Safety Precautions**

- Visitors must complete a Health Screening Form (see Appendix) prior to or at the time of the visit that will seek to determine whether the visitor has: (a) been in close contact – within 6 feet for at least 10 minutes – with anyone while they had COVID-19 or symptoms of COVID-19 during the last 14 days, (b) tested positive on a COVID-19 diagnostic test in the past 14 days, (c) experienced any signs or symptoms of COVID-19 – including fever of 100.4 degrees F or greater, new cough, or shortness of breath – in the past 14 days, (d) visited a state or country with a NYS or US Department of State travel or health advisory in the past 14 days.

Visitors who answer “yes” to any of the above questions will not be permitted at any Mercy College campus or location.

- Campus visitors must comply with the College’s established personal safety practices, which include, but are not limited to the following:
  - Wearing a face covering at all times while on campus.
  - Complying with social distancing norms and other established safety guidelines while on campus.
  - Sanitizing hands upon entry to the campus.

### **Contact Tracing**

Any visitor who shows signs or has a positive COVID-19 test after a visit to Mercy College should email [healthalert@mercy.edu](mailto:healthalert@mercy.edu) to inform the College when they were on campus and with whom they met.

### **Disclaimer**

The novel coronavirus, or COVID-19, is a highly infectious, life-threatening disease declared by the World Health Organization to be a global pandemic. There is no current vaccine or cure for COVID-19. COVID-19’s highly contagious nature means that contact with others, or contact with surfaces that have been exposed to the virus, can lead to infection. Additionally, individuals who may have been infected with COVID-19 may be asymptomatic (i.e. not showing symptoms) for a period of time, or may never become symptomatic at all. Because of its highly contagious and sometimes “hidden” nature, it is currently very difficult to control the spread of COVID-19 or to determine whether, where, or how a specific individual may have been exposed to the disease. COVID-19 is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups of people.

There is a risk that, by visiting a Mercy College campus, visitors to a campus (“visitors” or “you”) could contract COVID-19. By choosing to visit a Mercy College campus, Mercy College does not assume any liability or risk associated with the actual or potential exposure to COVID-19, and visitors hereby assume any and all such risk.

Mercy College has implemented various preventive measures aimed to reduce the risk of the spread of COVID-19 among visitors, students, and employees. Further information can be found at Mercy College’s Coronavirus webpage: <http://www.mercy.edu/oncampus-plus>.

However, Mercy College does not guarantee or warrant against the risk of infection. Visitors shall abide by screening and safety precautions in place, as noted above, while on a Mercy College campus.

None of the information provided herein is intended as medical advice. This Notice and Disclaimer is intended as a warning to visitors of the risk of contracting COVID-19, and a disclaimer of Mercy College’s liability and the liability of our employees therewith.