



COVID-19 Pooled Surveillance Testing Plans

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Updated November 3, 2020

Clinton Community College

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Per Chancellor Malatras, SUNY Testing Policy for Departing Campus in Fall 2020, each SUNY Campus must outline the steps to be taken to ensure a safe wind-down of Fall semester; October 27, 2020.

As a result of expanded internal SUNY testing capability, we are requiring every campus to develop and implement a COVID-19 testing plan which must be submitted to System Administration by September 10, 2020.

Per Chancellor Malatras; September 3, 2020

SUNY System Reviewer Name: Valerie Dent

SUNY System Approved or more follow-up required? No

Campus Demographics:

Clinton Community College typically has on-campus at any one time between 65-80 students. Clinton does not have residence halls, therefore, no testing of residence hall students is necessary.

There are no more than 15-20 employees on campus at any one time. 5% of this total number of people on campus at any one time is approximately 5.

Frequency of testing and details of how the campus will conduct surveillance testing:

System-Wide Policy Requiring All On-Campus Students to Test Negative for COVID-19 Prior to Thanksgiving:

Per the SUNY News Release dated October 27, and as indicated in the instructions of the policy, Clinton Community College has scheduled testing bi-monthly on Thursdays beginning October 29, 2017 with subsequent testing dates of November 12, November 19 (before students/faculty/staff leave for Thanksgiving holiday) and December 3. Classes end on December 15, 2020 and students and faculty will not be on campus until the beginning of the Spring 2021 semester at which time 100% of students, faculty and staff will be tested upon return.

Per the Chancellor's directive, Clinton Community College will follow these protocols:

- 1. Mandatory Testing of Students.** All students taking at least one class on campus, utilizing services on campus (e.g. library, gym, dining), or working on campus must receive a COVID-19 test within 10-days prior to the campus closing on-campus instruction and services (hereafter "fall closing"). For the purposes of this section, an antibody test would not suffice.
- 2. Exceptions.** The following students may be exempted from the mandatory testing required in paragraph 1:
 - a. Non-residential students not taking any classes on campus nor utilizing any in-person campus services (e.g. library, gym, dining)—i.e. fully remote students.
 - b. Students providing documentation to the campus of a COVID-19 diagnostic result within the 10-day period.
 - c. Students providing documentation to the campus of a previous positive COVID-19 diagnostic result.

3. Testing of Faculty and Staff: Clinton Community College along with the Chancellor strongly recommend faculty and staff get a test during the same period pursuant to the testing MOUs.

Students, faculty and staff will be repeatedly asked to follow Department of Health guidelines which include wearing masks, practicing social distancing and the use of hand sanitizer as well as washing hands with soap and water.

Clinton Community College will use the College's pre-existing policy on pooled surveillance testing to fulfill this new requirement.

CCC Policy on Testing approved September 2020:

Pooled testing (P) will be done every two weeks on Thursday's. Schedule would be approximately 179 students per testing date. Testing will be continuing in this pattern so that students are tested every two weeks.

Faculty and staff will be offered the opportunity to be tested at their discretion.

At this time, wastewater (WW) and Individual (I) will not be done.

To conduct pooled testing, students that are on campus for coursework, will receive an email informing them of the date and a window of time to arrive at the testing site. Testing will take into account the anticipated number of tests collections the site can handle.

- Signage will be placed outside the Stafford Building identifying the testing site.
Personnel for two (2) testing stations, if needed:
 - Greeter to screen students as they arrive (ID, testing questions, etc.) – nursing volunteers
 - Attendant to distribute saliva collection kits and receive completed collections – John Borner, Dean of Students
 - Pooler for pooling samples – Sandra Marland, College Nurse as well as volunteer Nurses from Clinton County Health Department.
- Tables will be placed for testing materials and information to distributed
- The following PPE will be available: masks, face shields, hand sanitizer, disinfecting wipes, disposable gloves
- Trash cans
- Signage for social distancing

Set-Up for Testing Day:

- Robert Trombley, Director of Buildings & Grounds will set up the testing site with his department on testing days, which will include:
 - Place tables and chairs in the testing room
 - Place stanchions/cones in student line-up area (see layout of Stafford building – first floor) to allow for directions to attendants and poolers.
 - Place social distancing markers in line-up area and in testing area as indicated in the room layout plan (testing area will have a wall divider place for privacy).
 - Place large trash receptacle with bags at each table.
- After each testing day, janitorial to clean and sanitize line-up area and testing area.
- Dean of Students will be responsible for logistics, PPE, chain of custody of tests, etc.
- PPE is readily available on campus for testing and includes gowns, masks, face shields, hand sanitizer, disinfecting items).

Training:

- Training will be provided to volunteers at 8:30 am on each testing day (with training videos being given in advance) by John Borner, Dean of Students.
 - Greeters - Positions to be filled by nursing students or volunteers
 - Attendant 1 – Positions to be filled by nursing student or volunteer
 - Attendant 2 – Positions to be filled by nursing staff. Student or volunteers
 - Poolers - Position to be filled by college nursing staff
- Training Videos
 - Swabbing Procedure: <https://vimeo.com/447268833/5229da41b6>
 - Overall Testing Process: <https://vimeo.com/447270240>
 - Role of a Pooler: <https://vimeo.com/447269539>

Collection Day Process:

- Masked staff don gloves prior to students arriving. Pooler additionally dons gown, and face shield. All staff should be wearing closed toe shoes
- Each student approaches Greeter station in turn and with student ID in one hand, and mobile device in other hand.
- Greeter asks the student if they are currently experiencing any COVID-19 symptoms; if yes, the Greeter instructs the student to stop and report to their Student Health office for further evaluation.
- Non-symptomatic students are asked to verify that they have not eaten or drank or brushed or used other prohibited substances as instructed. If they cannot verify this, they are asked to exit and return in an hour.
- Greeter checks if the student has a student ID and mobile device. If not, they are told to come back with both. If the COVID-19 Surveillance app is being used for collection (<http://register.suny-covid.com/>), Greeter checks to make sure the student has started registration. If the student cannot verify this, they are told to step aside and register before entering.
- When prompted, student puts ID away and approaches Attendant.
- Upon arriving at the assigned collection station, students use hand sanitizer.
- Student launches their COVID-19 Surveillance Account using their own mobile device or other registration software depending on the method that the site is using.
- Student is prompted not to open saliva swab collection device, then handed the device.
- Student scans or enters the saliva collection kit barcode, linking it to themselves.
- Scanning should be completed while collection kit is still packaged.
- Attendant verifies the student has entered the correct barcode. To do this, student should read barcode from their mobile device, while Attendant follows on the collection tube. If there are inconsistencies, student is asked to correct them before proceeding.
- Attendant prompts student to follow the guidance and instructions provided on the saliva collection kit, student collects saliva from mouth for 10-15 seconds.
- Student tightly closes the tube, and shakes the tube vigorously 10x to mix with stabilizing reagent.
- If collection is successful, student hands tube to Attendant. Once prompted by Attendant, student will finalize their registration. Otherwise, collection tube is discarded in the trash and student returns to beginning of line.
- Attendant adds collection tube to Collection Rack; once 12 samples are in this rack, Pooler retrieves rack and transfers it to the pooling table.
- For each of the 12 samples in the collection rack, Pooler twists opens the lid, squeegees the liquid from the swab by twisting it against the inside of the sample collection tube and then transfers the entire liquid contents from the collection tube to a secondary barcoded pool tube.

- Pooler twists closed each original sample tube **tightly** and adds it to the labeled common pool collection bag.
- Common pool tube stays in the collection rack until it has received samples from 12 students.
- With the addition of the 12th sample, the pool tube is **sealed tightly** and the exterior of the pool tube is wiped with a disinfectant wipe.
- Pooler verifies that the common pool tube and pool collection bag (which now contain 12 empty individual collection tubes) have the same label and places the common pool tube in the Pooled Rack; the pool collection bag (containing the 12 empty individual collection tubes) is set aside for transport to SUNY Upstate.
- After each pool collection is complete, the Pooler changes gloves or uses a disinfecting wipe to vigorously clean their gloves before handling the next set of pool tubes.
- Clean up collection site, remove PPE, wipe down face shield with a fresh disinfecting wipe, collect waste with double glove procedure.
- After all pools are completed, pool tubes and pool collection bags (containing 12 empty saliva collection vials) are transported to SUNY Upstate processing lab. This must be done by 3 pm for results to be generated the next day, otherwise the data will be available within 2 days. Pool sample tubes must be kept out of direct sunlight and held at room temperature. The use of FedEx is the easiest way to get samples to Upstate Medical.

How many students or percentage of students will be tested over the course of the semester:

179 students tested biweekly x 8 weeks = 1,432 (estimated) for semester; testing will be done every two weeks to include all classes/students.

Other types of testing that the campus will undertake, including wastewater testing:

- Temperature testing of all employees will be done on a daily basis as they come to campus as well as a health screening questionnaire to be filled out on a daily basis when on campus.
- Students will be screened each and every time they come to campus for classes/labs as well as campus appointments with departments. Temperatures will be taken as well as administering a health assessment questionnaire upon arrival to campus.
- Clinton Community College, at this time, will not use Wastewater or Individual testing. Pooled Testing will be the main avenue for the campus testing protocol and will be done every two weeks (179 students come to campus on a regular basis (weekly) and approximately 25 staff/faculty may be on campus (daily).

Diagnostic testing protocol that will be used when there are positive COVID-19 tests on campus:

Should SUNY Upstate report back positive surveillance testing from pool, individuals within the pool will be asked to isolate for up to 14 day or until an individual provides a negative COVID-19 test result. The coordinator for the isolation and quarantine process will be the Dean of Students; back-up will be Campus Nurse.

Diagnostic testing may also be performed should an individual have signs or symptoms consistent with COVID-19 or persons who are identified through contact tracing efforts that they had contact with a person with confirmed or suspected case of COVID-19. These individuals will be directed to their personal healthcare

provider and in conformance with the Clinton County Health Department, must submit proof of negative results to be allowed to return to campus.

Should an off-campus student not have a proper quarantine or isolation location, the Dean of Students will work with them to provide a safe environment for such need.

Testing for faculty and staff:

Faculty and staff will be tested every two weeks (faculty can be pool tested with their class) should they choose to do this. Staff will be tested in groups of 12 with registration for testing day(s) that they plan to be on campus.

Should any pooled tests come back with a positive result, the testing pool will be informed to isolate for up to 14 days, go to their primary physician and must provide proof of negative COVID-19 test prior to returning to campus.

Plan Data Management:

Clinton Community College supplies data on a daily basis through the health portal set up by SUNY. Several individuals on campus have permission to provide the daily COVID-19 health information. The URL is <https://idm.suny.edu/security/login/loginForm.do?redirectUrl=https://www2.sysadm.suny.edu/healthStatus%2F>.

The main contact for testing data is John Borner, Dean of Student Services, who also serves as Campus Safety Monitor.

Testing will be done in the Stafford Center for Science, Arts, and Technology due to the large area in the atrium allowing for separate entrance and exit as well as space for social distancing.

Contact Tracing:

Clinton Community College works closely with the Clinton County Health Department who will provide all contract tracing for the college. They will also be available to train individuals to assist with contract tracing, as needed.

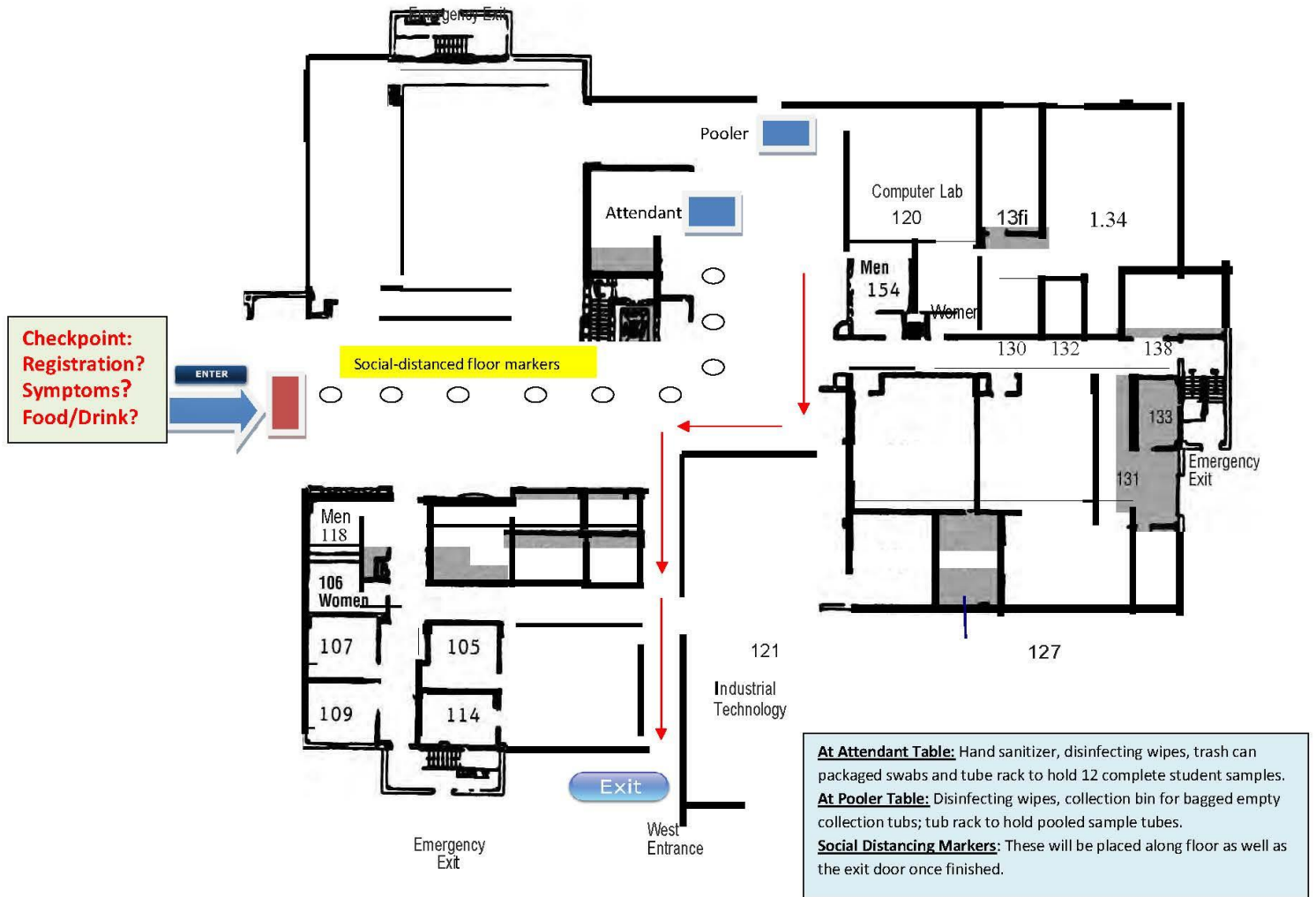
***Once COVID-19 Testing Plans are approved, they are still subject to change due to new information, guidance and/or direction from the State and/or SUNY Administration.**

9/22/2020

Revised: 10/27/2020 (System-Wide Policy Adopted)

ATT: Pooled Surveillance Testing Floor Plan

Stafford Technology Center, Floor 1



Surveillance Testing - Clinton Community College