

New pandemic travel policy for medical school faculty, staff and trainees

In an attempt to ensure that we have an adequate workforce during a patient surge from the corona virus outbreak and to reduce the spread of virus on our campus, **effective today we are temporarily cancelling all previously scheduled vacation, without a renewed permission from your supervisor, and requiring all faculty, staff and trainees to be available, notwithstanding PTO status, to report to work within one hour on a 24/7 basis. This means NO travel outside of the 60-mile radius of our campus.** If your residence is more than an hour away, please contact your supervisor to approve of that exception and so it will become part of our database of operations.

For all individuals currently on vacation, and/or travelling, you may complete the vacation/trip but do need to check into Occupational Health before returning to work. Please be advised that the screening criteria being used by Occupational Health is being continuously updated and so we recommend that you check the Covid-19 University website on a daily basis as you return and call at least 24 hours before you anticipate returning to work so that contingency plans can be made in the event you are self-quarantined.

Additionally, we are asking all members of our community and their families, **to reduce potential exposures outside of work by practicing social distancing and avoiding gatherings of any kind, at the very least avoiding gatherings of more than 25 people. Please also discuss with your supervisor any scenario in which you may be exposed in your home environment to relatives or friends who have travelled, or are travelling, outside the area.**

We realize that these are extraordinary measures, but the challenge that we are about to face is significant and we must collectively conquer it.

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