

HOW TO PREPARE YOUR CHAPTER HOUSE FOR THE FALL

**COVID-19 PREVENTION AND PREPAREDNESS
GUIDEBOOK FOR GREEK LIFE**

Preparation for Opening

The most important thing for the Greek Community is to plan and prepare as if a COVID-19 outbreak could arise on your campus anywhere at anytime.

Know the Symptoms of COVID-19

Symptoms that may appear 2-14 days after exposure to the virus:

- Cough
- Shortness of breath or difficulty breathing

Or at least two of the following:

- Fever
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell
- This list is not all inclusive. Please consult your medical provider for any other symptoms that are severe or concerning to you.



Know and Educate General Hygiene Guidelines

- Stop hand shakes and use non-contact greeting methods
- Practice regular hand washing including washing with soap and water for at least 20 seconds
- Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices
- Avoid touching your face and cover your coughs and sneezes

Review, Update and Implement Emergency Operations Plans (EOPS)

Review EOP in accordance with local public health departments, the university system, and other relevant partners. Follow the strictest of guidelines given to ensure safety and security in your house.



Cleanliness

Reducing the risk of exposure to COVID-19 by cleaning and disinfection is an important part of keeping your house open that will require planning. One must determine what needs to be cleaned on a regular basis and take extra care.

Intensify Cleaning and Disinfection Efforts

- Provide hand sanitizer and disposable wipes to students to encourage cleaning efforts and to allow commonly used surfaces (desks, remote controls, etc.) can be wiped down before use
- Ensure the house is equipped with other adequate supplies to support cleaning and disinfection practices
- Continue to routinely clean and disinfect surfaces and objects that are frequently touched. This may include cleaning objects/surfaces not ordinarily cleaned daily (e.g., doorknobs, light switches, etc)

Take Extra Care

- Evaluate and communicate heightened cleaning requirements and expectations for students and vendors
- Ensure cleaning procedures are following CDC recommendations, vendors can assist in identifying these products
- Ensure common spaces and high traffic areas receive additional cleaning on a regular basis
- Create and display signage reminding students and third parties of the importance of regular and proper handwashing, among other helpful cleaning reminders



Social Distancing in your House

Creating a social distancing plan is essential to reducing community transmission. Not all social distancing plans look alike. Select strategies based on feasibility given the unique space and needs. Not all strategies will be feasible for all houses. Think creatively about all opportunities to increase the physical space between students and between employees. Here are a few things to keep in mind or implement when creating your social distancing plan:

- Evaluate use of common areas, such as conference and break rooms and public spaces.
- Enforce the use of face masks or coverings in common spaces as recommended by the CDC.
- Consider staggered mealtimes, shifts for when certain students can use the common space, and other staggered scheduling for employees and other personnel coming inside your home.
- Create signage reminding employees and third parties of need to maintain social distancing.
- Evaluate employees' unique duties and the physical positioning of work locations.
- Plan ahead of time for the policy on dealing with students, clients or vendors coming into the home who are not following similar PPE guidelines.
- Re-evaluate social distancing plan on a regular basis as guidance evolves and to maintain consistency with federal (OSHA, CDC, etc.) state-level, and local guidance.



Communication

Communication and training is key to effective planning and risk prevention. Educate and encourage students at this time. Train students on all policies and procedures your house has in place and use student leaders to help implement these policies and monitor compliance. Be sure to monitor effectiveness and compliance on an ongoing basis, as a plan that is not followed may actually create more risk than no plan at all.

Flexibility

This is an ever-changing situation, and with that houses must continue to monitor applicable orders as they evolve or are lifted. Orders will likely be lifted in phases, and restrictions will continue in pockets. Monitor changing guidance and best practices in navigating this situation. Be sure to create planning materials that could be used if there is a second wave of infections and closures. Lastly, communicate effectively with your house about these changes as they come. The more transparent you are with students about the nature of the situation, the more compliant they will be to policy changes and new protocol.

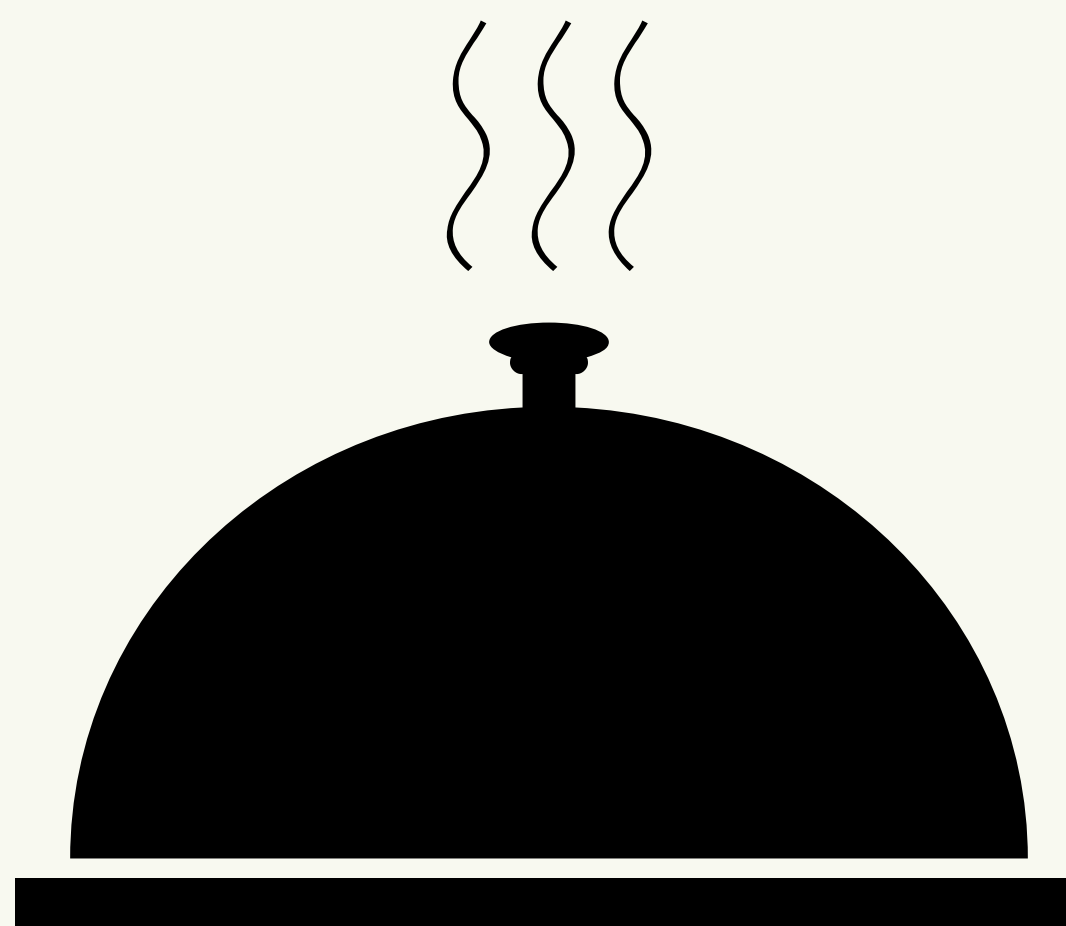


Food Service

Whatever the timeline, onsite dining operations will face substantial challenges as we begin to plan how to open up kitchens, what procedures to follow and what changes and compromises to make. Many different ideas are to be considered in the planning process.

Here are a few things that have been suggested:

- Reduced salad bar built-to-order by your staff or modified salad bar with pre-tossed and prepackaged salad option/composed salad which compliments the entree of the day
- Staggered meal times to allow and promote social distancing
- Meals plated by the chef in single service containers, as per the request of the students buffet style, behind a Plexiglas shield
- Proper protective equipment worn by the staff at all times to reduce the possibility of cross-contamination
- Snack program consisting of individually wrapped items (Hand fruit, cereals, breakfast bars, snack bars, desserts, homemade snacks, hummus and chips, salsa and chips, etc.)
- Opening the kitchen to exclusively kitchen staff and pre-plating all meals in sealed to-go containers, placing them in the dining area for lunch and dinner service
- Rigorous retraining of all employees on the National Restaurant Association guidelines for proper cleanliness and sanitation, as well as ongoing training
- A deep cleaning of the kitchen before reopening for the school year
- Site visits from sanitation partners, to ensure all cleaning solutions are in compliance with the EPA, ex: disinfectants for the kitchens and the house



Closing and Resources

Campus Cooks is monitoring the CDC website daily along with university, local health organizations, the National Restaurant Association, ServSafe and numerous other websites for information. We have put together a task force as well to formulate plans for each individual house and each university. We will always follow the strictest guidelines to ensure the safety and health of the students, the house, and the Campus Cooks staff. We know that food service will be different this year and are ready to customize food service to however best suits each chapter and university. We are currently reviewing a number of options as to how food service may look like in the Fall. There are a number of options that we are considering for varying services while ensuring we follow our infectious disease protocol, including ideas listed on the previous page. We hope you find this guide helpful as you begin to look towards to fall.

Additional Resources

NACUFS(The National Association for College & University Food Services)

COVID-19 Resources

<https://www.nacufs.org/covid-19-resources/>

CDC Higher Learning Resources

<https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/index.html>

NIC (North American Interfraternity Conference) COVID-19 Resources

<https://nicfraternity.org/covid-19/>

NPC (National Panhellenic Council) Coronavirus Resources

<https://www.npcwomen.org/coronavirus-resources/>

