

Temperature Monitoring and Face Mask Requirement Effective April 15, 2020 (Revised April 16, 2020)

Temperature Monitoring

In an effort to help minimize the spread of COVID-19, Drake University requires temperature monitoring for faculty, staff, and contractors who must be on campus, in accordance with the Iowa Department of Public Health (IDPH) and Polk County Health Department (PCHD). This process is not because of any case or concern specific to the University. In Iowa, residential colleges and universities fall within the state's definition of long-term care facilities for communal living as long as we have students staying in residence halls; as such, PCHD directed that Drake University take additional steps.

All Drake University faculty and staff members (including sub-contracted employees) not otherwise classified as essential who must come to campus to perform their job functions are required to measure and record their own body temperature from home or at one of several self-serve stations on campus for indications of a COVID-19 like illness. (See Temperature Self-Monitoring Protocol section below.) At this time, essential employees will have their temperature taken on campus pursuant to processes established by their department in consultation with Environmental Health and Safety. This includes those in Facilities, Public Safety, Mail, and Residence Life. This step will be required before each work shift or work session on campus.

Wearing Face Masks

PCHD additionally directed that faculty and staff who come to campus be required to wear fabric or cloth face masks. The University provides essential employees in Facilities, Mail, Public Safety, and Student Life with masks; other Drake employees have the option to choose from a University-provided mask (as supplies last) or one they already own.

In addition, residential students still residing in Drake residence halls will be expected to wear cloth masks while in common areas on campus. The University will provide one reusable cloth face mask to each residential student.

When non-residential students and visitors must come to campus, they will be expected to wear a cloth mask inside University buildings and on University grounds when they are within six (6) feet of others. The University will not provide non-residential students or visitors with face masks. These individuals are encouraged to acquire a facemask from another source. These masks can be purchased from various vendors, or be homemade following the [CDC](#) or [Iowa Department of Public Health](#) guidelines. A YouTube video of the Surgeon General making a version of the mask that does not require sewing can be found [here](#).

Temperature Self-Monitoring Protocol

For those non-essential employees conducting temperature self-monitoring, the protocol below applies:

1. Each employee should complete the following self-assessment and notify their supervisor or Drake Public Safety before coming to campus, should they answer “yes” to any of these questions:
 - a. Do you have common symptoms of COVID-19: cough (new or worsening), shortness of breath, or a body temperature of 100.4 degrees Fahrenheit or higher?
 - b. Have you taken any fever reducing medication in the last 24 hours for fever?
 - c. Since you last worked, has someone in your household been diagnosed with COVID-19?
2. If all answers to the self-assessment are no, the employee should then take their body temperature. If the Drake employee does not have a personal thermometer, they may go to a self-service station immediately upon arriving to campus. These stations are located at:
 - Fine Arts Center, box office
 - Cartwright Hall, by the dean’s office
 - Olin Hall, main level inside west entrance
 - Cline Hall, main level outside administrative offices
 - Bell Center, main entrance at desk
 - Drake Public Safety, main entrance
 - Aliber Hall, main entrance area
 - Olmsted Center, south side Starbucks area
3. A thermometer and sterilizing materials will be made available at each location.
4. All employees must sterilize the thermometer prior to taking their respective temperature. Upon completion, employees will notify Public Safety of their temperature check by one of the following methods:
 - i. Call 2222 from a campus phone
 - ii. Call 515-271-2222 from a cellphone
 - iii. Send email message to publicsafety@drake.edu
 - iv. Complete this [Qualtrics form](#)
5. An employee who registers a temperature of 100.4 degrees Fahrenheit or higher should notify their supervisor and not return to work until cleared to do so. In most cases, this will be a minimum of seven calendar days.

If the employee’s supervisor is notified instead of Drake Public Safety Dispatch, the supervisor should notify the Emergency Operations Center by contacting Director of Environmental Health and Safety Chris Nickell, Director of Public Safety Scott Law, or Drake Public Safety Dispatch. The on-duty dispatcher will immediately report “Yes” responses and temperatures of 100.4 degrees Fahrenheit or higher to the Director of Public Safety or Director of Environmental Health and Safety.

At this time, students and visitors to campus are exempt from the temperature self-monitoring requirement, however, they should not come onto campus if they have a body temperature of 100.4 degrees Fahrenheit or higher.