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| **COMPARE TC CAMPUS ACCESS REQUIREMENTS AND OFF-CAMPUS ACCESS REQUIREMENTS** |
| INSTRUCTIONS* For the “TC Guidelines” column, you will note policies instituted from Teachers College.
* For the “Off-Campus Guidelines” column fill in content related to the external site.
* The goal is to document off-campus guidelines that meet or exceed guidelines set by Teachers College. In instances when the external site cannot meet those guidelines (e.g., a remote location), the researcher should provide an explanation or additional steps taken to ensure safety and hygiene.

The following guidelines and information are from:* [Teachers College website](https://www.tc.columbia.edu/preparedness/campus-life-during-covid-19/campus-access-requirements)
* [Centers for Disease Control and Prevention](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html)
* **[*Include the website of the external site*]**
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| Process | Teachers College Guidelines | Off-Campus Guidelines | Met or Exceeded TC Guidelines? |
| **Daily Health Screening** | TC students, faculty, staff, and affiliates must complete the TC Daily Health Screening, which will identify individuals who:* Display symptoms of COVID-19.
* Have tested positive for COVID-19.
* Have been exposed to individuals who have tested positive for COVID-19 within the last 14 days.
 | [*List the Off-Campus safety and hygiene plans.*] | [*Does the Off-Campus site meet or exceed TC Guidelines? Give specific examples of how the off-campus site meet or exceeds guidelines. If not, explain how the off-campus site handles safety/hygiene. Fill out all of the sections below.*]  |
| **COVID-19 Testing** | Teachers College, Columbia University requires an initial single COVID-19 PCR diagnostic test (nasal swab) of all faculty, staff, and students who are returning to campus, per NYS COVID-19 Guidance for Higher Education. [All essential staff will be required to submit a negative COVID-19 PCR test by January 25th, 2021](https://www.tc.columbia.edu/preparedness/campus-life-during-covid-19/faculty--staff--campus-access-requirements/covid-19-testing-procedures/). | [*List the Off-Campus safety and hygiene plans.*] |  |
| **Health & Safety Guidelines for In-Person Sessions** | <https://www.tc.columbia.edu/preparedness/campus-life-during-covid-19/><https://www.tc.columbia.edu/preparedness/campus-life-during-covid-19/research-compliance-and-safety/risk-assessment/><https://www.tc.columbia.edu/preparedness/campus-life-during-covid-19/research-compliance-and-safety/care-for-you-others-and-the-community/>Teachers College IRB requires the following parameters to engage in-person for research:1. Have all staff on the protocol complete the [Ethics Amid Uncertainty training on TC's Preparedness website](https://www.tc.columbia.edu/preparedness/campus-life-during-covid-19/research-compliance-and-safety/training-modules/) and the Return to Campus trainings. Each staff can upload the completion certificates to Mentor's PI Documentation under their separate logins. This can be done in advanced of restrictions being lifted.
2. If you have not done so already, contact [TC’s Environmental Health & Safety Office to engage in a Job Safety Assessment (JSA)](https://www.tc.columbia.edu/preparedness/campus-life-during-covid-19/research-compliance-and-safety/policies--procedures/job-safety-assessment--risk-analysis/) and inquire what precautions are needed for hygiene and safety considerations. Once your JSA is completed, upload it to Mentor/PI Documentation. Additionally, please upload the JSA to this protocol under “Additional Documentation.” The EHS office will also review this “off-campus access requirements form” to provide you feedback on how to safely engage off-campus. Contact Patrick Mathelier Director of Environmental Health and Safety - ehs@tc.columbia.edu to schedule a Job Safety Assessment (JSA).
3. Research labs and centers leads must also complete the [Research Safety Monitor Agreement (RSM)](https://www.tc.columbia.edu/media/administration/preparedness/Research-Lab-or-Center-Safety-Monitor-Agreement-Final.pdf). Please upload a RSM in Mentor/PI Documentation, if it is not there already, and upload the RSM to this protocol under “Additional Documentation.”
4. Update the consent forms to include COVID-19 language (this language is now in our Consent Form templates under Mentor IRB>Documentation). When restrictions are lifted and in-person data collection is permitted, complete a modification to request a start of face-to-face activities. Include the updated consent form with COVID-19 language in the modification. Once this updated consent form is approved and stamped, it can be used for data collection.
 | [*List the Off-Campus safety and hygiene plans (include weblinks where applicable). These plans will be reviewed by TC’s Environmental Health and Safety Office.*] |  |
| **Contact Information** | Office of Environmental Health & Safety ehs@tc.columbia.edu, 212-678-6640Patrick Mathelier, Director Institutional Review Board IRB@tc.edu, 212-678-4105Dr. Myra Luna-Lucero, Director | [*List the name(s) of the responsible person (or contact) in case of a health and safety emergency*].  |  |

OTHER COMMENTS OR EXPLANATIONS (add any additional relevant supplemental information pertaining of off-site research):

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