

	Version:	Approval Date:	Approved by:
	May 19, 2020		Administration

Standard Operating Procedure for Physical Distancing in CIC during the COVID-19 pandemic

PURPOSE: To minimize SARS-CoV-2 (COVID-19) exposure and spread between researchers and human subjects during human MRIs by providing clear guidelines for Physical Distancing within the CIC during the COVID-19 Pandemic.

This protocol is an addendum to all DBIC_GEN and COVID* SOPs. All these SOPs still apply.

SCOPE: Applicable to all researchers, staff and trainees working or using CIC Spaces.

RESPONSIBILITY: To be followed by all researchers, trainees and staff using CIC Spaces.

Physical Distancing within the CIC is mandatory at all times. All persons entering the CIC must wash their hands upon entry and prior to exit.

Physical Distancing & Hygiene while working at the CIC

- 1. Everyone entering the CIC for work affirms:**
 - S/he has done a self-check for COVID-19 symptoms and is free of all symptoms
 - S/he has not been in contact with anyone diagnosed with COVID-19 or showing signs of COVID-19 in the past 14 days.
- 2. You must wash their hands upon entering the CIC and wear a face mask while traveling within the CIC.**
- 3. You must maintain 2m or 6 ft between yourself and others while at the CIC.**
- 4. Only 1 person at a time can use the elevator. Please wait 6 ft from elevator doors and form a physically distanced line while waiting for the elevator.**

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5. Only 1 person at a time can be using stairs at a time. Please wait 6 ft from stairs and form a physically distanced line while waiting for use of the stairwell.
6. You are not allowed to use shared appliances i.e. refrigerators, microwaves, kettles during the pandemic.
7. Please do not convene to socialize in shared spaces i.e. lunch areas, conference rooms.
8. Please wipe down all shared services, including computer peripherals, doorknobs, and touched surfaces in shared washrooms. Please wash your hands after touching shared surfaces.

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