CON COVID: Guidelines for CON Research Spaces and Human Subjects Research in the Nursing Building

The College of Nursing building has the following areas identified as research space in the CON: the second floor research area that includes the cubicles, processing lab area and exam rooms (203B CNB), the interviewing room (203C CNB), and the research computer lab on the third floor (319 CNB). If cleaning supplies are not available or low, please contact Jill Hartz (319-335-9654; jill-hartz@uiowa.edu).

General Guidelines for Research Spaces
1. Keep the second floor research area locked with access only to those with key swipe approval.
2. All individuals entering the second floor area should wear a mask or shield, maintain 6 feet social distance from others and wash hands frequently.
3. Follow the information provided in the CON COVID: General Guidelines for Research Ramp Up [link]

Guidelines for Use of the Cubicles on the Second Floor
1. Maintain at least 6 feet of distance between researchers and staff at all times
2. Only one person should be present in each cubicle at a time.
   - If a cubicle is shared with another staff member, a schedule of who will use the cubicle on what date and times should be developed mutually and posted outside the cubicle.
3. All researchers and staff should wear a mask or shield when entering, leaving or moving around the second floor cubicles
4. When working in a cubic area, the mask or shield may be removed if there is no one else in the cubicle. If someone is at the cubic entrance or enters the cubic, a mask or shield should be worn by all individuals.
5. Always wash your hands with soap and water after before and after leaving the cubic area. In addition, wash hands after touching shared accessory devices like phones.
6. To the extent possible, minimize shared items (pens, notebooks, computers, desks, etc.).
7. Each person should label their own headset and headsets should not be shared.

Guidelines for Use of the Processing Lab Suite (203B CNB, includes 203B-1 and 203B-2) or the Interview Room (203C CNB) on the Second Floor

1. Only one researcher or research staff member will be allowed to use the lab and/or the interviewing room at a time.
   - For the Processing Lab Suite, please sign up on the Outlook Calendar (RES-NB203B) and include your cell phone number in the appointment.
   - For the Interviewing Room, please sign up on the Outlook Calendar (RES-NB203C) and include your cell phone number in the appointment.
2. All individuals using the lab area must wear appropriate protective equipment (PE).
   - Do not enter the lab area without an adequate supply of PE (shields, masks, gloves)
   - Wear a mask or shield and gloves while in the lab area
   - All personnel should wear face shields whenever possible when working in the laboratory or in a common space.
     - To remove: remove gloves, wash hands, remove face shield-do not touch front, grab the face shield from the top or the bands on the side and lift it off the head, place on horizontal surface, wash hands.
     - To decontaminate re-usable face shield: Wear gloves, carefully wipe the inside, followed by the outside of the face shield using an approved cleaner/disinfectant, inspect for damage; if damaged dispose, fully air dry, remove gloves and wash hands, place in clean location, wash hands.
   - A cloth mask is not adequate PE for laboratory safety and cannot be substituted for a shield.
   - Do not wear potentially contaminated PE outside of the lab.
   - Always wash your hands with soap and water after removing gloves and before leaving the lab. In addition, wash hands after touching shared accessory devices like phones.
   - To the extent possible, minimize shared items (pens, notebooks, frequently used reagent bottles, computers, desks, etc.).
   - Each research team should provide appropriate cleaning of the lab when they have used the lab. See the enhanced cleaning section at the end of this document.
   - If cleaning supplies are not available or low, please contact Jill Hartz (319-335-9654; jill-hartz@uiowa.edu)

3. All shared equipment must be disinfected before and after each use.
   - Wear disposable gloves when cleaning and disinfecting.
   - Special care should be taken to disinfect equipment that makes direct physical contact with skin, touch pads, etc. To the extent possible, don gloves prior to touching equipment surfaces that cannot be disinfected.
   - Wash your hands immediately after gloves are removed and after any surface contact.

4. Create a plan for interactions with others outside the lab.
   - Contact with other labs on campus should be made via phone or electronic means.
   - Transfer of non-hazardous items should be arranged by leaving them in the hallway or other designated area rather than handing them over in person.
   - Use of shared facilities and other labs’ equipment should be pre-arranged in order to minimize contact. Establish and communicate lab sign-in/sign-out procedures.

Guidelines for Use of the Second Floor Exam Room and Interviewing Room with a Research Subject
1. Only one researcher or research staff member will be allowed to use the processing lab suite (203B) or interviewing room (203C) at a time. To reserve one of these spaces, please sign up on the respective Outlook Calendar (RES-NB203B or RES-NB203C) and include your cell phone number in the appointment.
2. To the extent possible, minimize shared items (pens, notebooks, computers, desks, etc.) among research team members. Label equipment with individuals name when possible.
3. Create a plan for interactions with human research subjects
   - Identify a research team member to meet the subject at the CON front door. Team member should wash hands with soap and water and wear face shield or mask before meeting with the subject. If appropriate, gloves may also need to be worn.
   - When meeting the subject, the research team member should provide the subject with a face mask, if they do not have one, and hand sanitizer.
   - When going from the front door to the 2nd floor research suite, and returning to the front door after the visit, if possible take the stairs following appropriate direction signs (stairs up or down).
   - If you need to take the elevator, remember the elevator is limited to two people at one time. If there are already two people in the elevator, wait to use the elevator until it returns so the two-person
limit can be maintained. Watch for signs on the elevator and indicators on the floor for where to stand while waiting for the elevator and when inside the elevator.

- When interacting with the subject, maintain social distance, 6 feet, when possible
- On entry to the 2nd floor research area, carry out all interactions and testing with the subject as quickly as possible
- Provide the subject an opportunity to wash hands with soap and water or hand sanitizer when the research activities are complete.
- Escort the subject back to a designated building exit.

4. After contact with a subject, the research team members who interacted with the subject should wash their hands and wipe down areas and any equipment used.

Guidelines for Use of the Research Computer Lab (room 319 CNB)

1. During the summer of 2020, the Research Computer Lab will be available for researchers and their staff only (no undergraduates unless special permission obtained from the ADR).
2. Only three people are allowed in the Research Computer Lab at this time to adhere to the current recommendation of 50% occupancy in all spaces. If you wish to use the computer lab, please sign up on the Outlook Calendar RES-NB319. Please include your cell phone number and the number of the computer you will be using. The following software is installed on the computers in 319 CNB. Before you sign up, please check that someone else has not reserved the computer you need to use.

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* Note: there is no Computer #5

3. All researchers and staff should wear a mask or shield when entering and leaving the Research Computer Lab.
4. Always wash your hands with soap and water before entering and after leaving the Research Computer Lab. In addition, wash hands after touching shared devices like phones.
5. To the extent possible, minimize shared items (pens, notebooks, computers, desks, etc.).

*Please note that there will be frequent updates to this document.

ENHANCED CLEANING PROCEDURES:
Cleaning supplies will be available in the lab. If possible, wet towels or wipes with disinfectant rather than spraying; spraying may aerosolize anything that is on surfaces. Do not mix different types of disinfectants and/or cleaning solutions; some may react with each other and may produce dangerous fumes.

General Guidance
1. Increase the frequency of cleaning and disinfecting, focusing on high-touch surfaces.
2. Practice good hand hygiene after cleaning (and always):

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Wash hands often with soap and warm water for at least 20 seconds.
Hand sanitizer (at least 60% alcohol) should only be used if soap and water are not available.

Safety guidelines during cleaning and disinfection:
1. Wear disposable gloves when cleaning and disinfecting. Wash hands immediately after gloves are removed.
2. Wear eye protection when there is a potential for splash or splatter to the face.
3. Lab coats are recommended to protect personal clothing.

Cleaning and disinfection of surfaces:
Examples of Work Areas (labs, shared areas, etc.):
- Benchtops, work surfaces, centrifuge lids and bucket caps, waste container lids and handles, etc.
- Handheld devices (pipettors, pipetman, etc.) and other commonly used items.
- Frequently touched surfaces, such as light switches, door handles, knobs and push plates, refrigerator and freezer handles, equipment touch screens, elevator buttons, etc.
- Clean electronics according to manufacturer instructions.

Examples of Common areas (lunchrooms, offices, etc.):
- Refrigerator/freezer handles and shelves.
- Microwave keypad and handle.
- Sink faucets and surrounding surfaces.
- Tables and chairs.
- Door handles, knobs, and push plates.
- Clean electronics according to manufacturer instructions.

Information on Facilities Management's COVID-19 operational response and custodial services can be found here: https://www.facilities.uiowa.edu/coronavirus