The Fall term is just around the corner! The health and safety of our new and returning students, faculty and staff are paramount. Leaders at Goldfarb have worked diligently to ensure the upcoming term is safe and keeps you healthy, as we continue to navigate the pandemic.

That said, we have implemented several measures to provide an excellent educational experience and a safe environment. To sustain this goal, it will take practice and compliance from all of us. We cannot reinforce enough the importance of following the guidelines Goldfarb has put in place to minimize the risks of being exposed to the COVID-19 virus. As we begin our gradual re-entry, we will continue to reinforce physical distancing and proper hygiene protocols set forth by BJC HealthCare and the Center for Disease Control and Prevention.

Students are asked to significantly limit their interactions with others in the 14 days prior to departing for St. Louis for the start of the fall term. This includes staying at home as much as possible, washing your hands frequently, wearing a mask if you must be in contact with anyone outside your home, and keeping at least six feet of distance between yourself and others outside of your family. Please monitor for symptoms of COVID-19 and if they develop, seek medical advice before coming to St. Louis. Do not come to campus if you have symptoms of COVID-19.

Bringing our students, faculty and staff back together, safely, is an enormous task. We are actively working to bring you more details to help you prepare for the upcoming academic year. We will continue to share updates as new information becomes available.

To protect the safety, health, and well-being of the Goldfarb community, all students, faculty, staff, and approved visitors must follow the guidelines outlined in this document.

- Nancy Ridenour, Maxine Clark and Bob Fox President and Professor
The College will operate under an alert level system that uses four levels to indicate the severity of COVID-19 transmission in the St. Louis region and/or on campus. These levels will determine the nature of campus operations.

Alert levels will be communicated via email and Goldfarb newsletters:

**Very High Alert (Red)**
- Stay at home orders are in place

**High Alert (Orange)**
- Limited activities occur on campus

**Moderate Alert (Yellow)**
- Open with many protective measures still actively in place

**Low Alert (Green)**
- New Normal

**SHIFTING AMONG ALERT LEVELS**

We will continually monitor conditions and will adjust our alert level as the circumstances require.

- Factors that could raise or lower the alert level include: Transmission rates, accessibility to testing, availability of personal protective equipment, contact tracing capabilities, capacity of health care systems, and rate of compliance with public health requirements, both on- and off-campus.

A shift to Very High Alert (Red) would likely mean a need to limit activity on campus and potentially to significantly reduce campus density.

- If this were to occur, we would take care to provide as much advance notice as possible to students, faculty and staff in order to make necessary arrangements for travel or other needs for their individual situations.
FACE COVERING AND MASKS

Masks are required and must be worn upon entering the College.

- Masks should always be worn in public areas such as hallways, elevators, meeting rooms, bathrooms and classrooms.
- Please see the Centers for Disease Control (CDC) website for information about allowable cloth face coverings, including how to wear them properly.
- Masks may be removed while eating or drinking in spaces on campus where eating and drinking are usually allowed, as long as there are at least six feet of physical distance or a physical barrier to create separation between other people who do not live together.
- Eating outdoors is strongly encouraged whenever possible.

Goggles or eyewear will be required when in the SIM labs.

- Students will be provided goggles, if needed.

PHYSICAL DISTANCING

Students, faculty and staff must adhere to physical distance recommendations of six (6) feet between people.

- Signage will be placed throughout the College to ensure proper physical distancing is maintained in classrooms, labs, elevators and common areas.

DAILY SYMPTOM CHECK

Students, faculty and staff returning to campus must complete the daily COVID-19 screening before entering class, labs or offices.

- Duncan Campus screening will be completed at the College.
- West Campus Site screening will be completed at the main entrance at Missouri Baptist Medical Center (MoBap).

Screening and temperature checks must be completed daily.

- Each day, individuals will receive a sticker denoting screening has been completed.
- The sticker must be placed on the badge, be visible and worn throughout day.
- Students, faculty and staff will be prohibited from entering classrooms, labs and offices without a screening sticker.

If you do not feel well, please stay home. This is a good habit to follow for any illness but even more important to prevent the spread of COVID-19.
TRACKING AND CONTACT TRACING

After completing the daily screening, students, faculty and staff must sign in and out of the building.

⇒ All sign-in sheets are located at Goldfarb’s security desk in both locations (Duncan Campus and West Campus Site).

⇒ In coordination with the St. Louis City and County Departments of Health and BJC Occupational Health, we will conduct contact tracing and notification within the College for COVID-positive individuals and their close contacts, if affiliated with Goldfarb.

CLEANING AND SANITIZING

The College will implement a campus wide Integrated Disinfectant Plan based on recommendations from the Centers for Disease Control.

⇒ With new protocols in place, our cleaning and sanitation activities will increase in frequency and scope for most areas.

Disinfectants recommended by the U.S. Environmental Protection Agency will be used for cleaning and sanitization, and signage will be prominently displayed in campus spaces to clearly state the cleaning protocols for individual areas.

⇒ The facilities team has established a detailed cleaning and sanitizing schedule and process that follows all CDC guidelines.

⇒ Additionally, labs, classrooms and equipment will be sanitized immediately following each class.

⇒ Ventilation systems have also been reviewed to ensure they are operating efficiently and allow for as much airflow circulation as possible.

⇒ Hand sanitizer stations also will be located throughout campus buildings.
If you believe that you have been exposed to COVID-19, experiencing symptoms, or been exposed to someone who has tested positive for COVID, please take the following steps:

⇒ Do not come to the college to be screened.
⇒ Notify your faculty/ supervisor about your concern.
⇒ Call the Occupational Health COVID-19 Call Center at 314-362-5056.
⇒ Please go to the testing site as directed by Occupational Health for a COVID-19 test. The testing site will be expecting you. If you have any questions, please call Occupational Health 314-362-5050.
⇒ Do not return to work/school until you receive approval from Occupational Health.
⇒ Occupational Health will notify you of your test results—usually available within 24-48 hours.
⇒ Occupational health will notify your supervisor/faculty regarding when you can return to work/school.

While awaiting testing and results, you should isolate yourself at home. It is best to avoid contact with any household members as much as possible and stay in your home without leaving, except to receive medical care. If your symptoms worsen, please call your physician or call 911. Let your providers, ER or EMS, know that you have been tested for COVID-19 and provide them results once you are informed.

The impact of COVID-19 is still a very dynamic and fluid situation; therefore, we are always in contact with BJC HealthCare, local health officials and the Center for Disease Control to ensure our practice and protocols are current and align with their recommendations.

We are always available to answer any questions you might have and will do everything we can to support our students, faculty and staff. The following resources are also available to you:

If you have questions about home quarantine, please call Occupational Health at 314-362-5050.

⇒ BJC Student Assistance Program (SAP) to provide professional counseling services to our students. The SAP is a confidential service, available 24 hours a day, seven days a week, at no cost.
⇒ BJC Student Assistance Program provides a team of professionals ready to help. Just call 314.747.7490 or 888.505.6444 to get help. You can also visit www.bjceap.org to learn more.
⇒ BJC Behavioral Health Response is available as a resource at 314.469.6644 or toll-free 800.811.4760

Bringing our students, faculty and staff back together, safely, is an enormous task. We are actively working to bring you more details to help you prepare for the upcoming academic year. We will continue to share updates as new information becomes available.
VISITORS

Visitors are not allowed on campus. This includes family of faculty and staff (e.g. spouses, children) and friends or family of students.

⇒ Non-approved visitors will be asked to leave.

⇒ All approved visitors (contractors, repair people) must adhere to all the aforementioned safety guidelines. This means following all health requirements, including wearing a mask or face covering, physical distancing and enhanced personal hygiene and handwashing.

⇒ A screening process for approved visitors will be implemented to make sure they are checking for symptoms before coming to campus.

DINING SERVICE CHANGES

Duncan Site- Café operation and area is closed until further notice, while the West Site- MBMC cafeteria continues to operate with social distancing guidance throughout the area. Hours for West Site: 6:00 a.m. – 12:00 a.m., Monday- Sunday.

⇒ Lunch breaks will be allowed in the Plaza Auditorium at Duncan Campus.
  • There will be designated seating and the auditorium will be cleaned throughout the day

⇒ Vending will be available on the main floor of the Duncan Campus.
  • Vending machines will be cleaned throughout the day.
  • Using hand sanitizer before and after purchasing any vending item is required.

⇒ Water fountains will not be available for use.
  • Students should bring their own bottled water and personal water bottles
DELIVERY OF INSTRUCTION

All classes will be offered online and delivered synchronously until the point that we are able to return to campus for face to face classes.

Faculty may employ different mechanisms of content delivery to support your engagement.

Faculty will conduct online classes for the same time/credit hour duration as face to face classes through the Canvas Learning Management System.

⇒ For example, if lecture for a particular course is scheduled for three (3) hours of face to face time, you can expect the lecture in the virtual classroom to last three hours with the appropriately timed breaks.

Clinical labs, rotations, and preceptorships

⇒ Clinical labs will be held on campus. Your clinical labs will be held on the days and times as indicated on your course schedule. Your faculty will discuss and prepare you for the clinical labs prior to your arrival to campus for your first clinical lab. Because of the need for physical distancing, students will return to campus in a phased approach for scheduled clinical labs. For the safety of all, only a limited number of students and faculty will be on campus at any given time. You will receive your ID badge and lab bag on your first clinical lab day on campus.

⇒ Lab room capacity has been adjusted to follow COVID guidelines. Goldfarb reserves the right to adjust lab capacity at any time, which will be based upon Alert Level designation and the cases reported.

⇒ Faculty will also use virtual products such as ATI Skills Module Series, ATI Real Life Scenarios, and vSim for Nursing to enhance the clinical labs experience.

⇒ Your course faculty will provide you with an introduction to the virtual products.

⇒ The Director of Information Systems and Technology, Carlos Pardo and his team will provide technical assistance to you. In addition, ATI and vSim representatives will provide product support to you.

The Skills Modules Series will give you the opportunity to apply your critical-thinking skills to patient care. This assessment-driven, online tutorial includes 30 modules covering more than 180 skills, including “how-to” videos on nursing skills, practice challenges, evidence-based research summaries and much more. Additionally, the program covers situations that may not arise during clinical hours, so you will be prepared for the unexpected as well as the expected. Information regarding these modules may be found at: https://www.atitesting.com/educator/solutions/skills-modules

⇒ Real Life is an engaging screen-based simulation that encourages critical thinking, clinical decision-making, and clinical judgment. Through multiple realistic client scenarios, you will be challenged to make important healthcare decisions that significantly impact client outcomes. This first-of-its-kind tool features scenarios that accurately reflect actual healthcare settings to deepen your level of engagement at every decision point and offers a lifelike clinical experience. More information is available on the website: https://www.atitesting.com/educator/solutions/real-life

⇒ vSim for Nursing instills the skills for clinical success through realistic patient encounters based on actual nursing scenarios students will encounter in practice in the areas of Fundamentals, Medical-Surgical, Maternity, Pediatrics, Gerontology, Pharmacology, Health Assessment and Mental Health. More information available on the website at: http://customersuccess.lww.com/students/nursing-education/on-demand-training.html
The GSON libraries & computer labs, physical facilities, are closed to walk-in users, as are the Washington University School of Medicine and St. Louis College of Pharmacy libraries.

GSON Library offers thousands of full text journals, e-books and streaming videos through various databases and collections.

⇒ Those links can be found on the GUS Library page, and within Canvas.

In addition, GSON Library offers curbside pickup of printed documents and checked out library items.

⇒ Users may contact the Library using the “Ask the Librarian” feature on the GUS Library page, or within Canvas.

⇒ This curbside pickup service is available weekdays: Mon-Thur, 8:00-4:00 and Fri, 8:00-2:00.

⇒ Curbside pickup is available at the Duncan location, only.

Books that may be checked out include those on a two-week or one-week circulation schedule.

⇒ Current required textbooks, (Reserve items) will not circulate.

⇒ Titles can be found by searching in the online GSON Library Catalog, on the GUS Library page, or within Canvas.

GSON Library is a member of the MOBIUS consortium.

⇒ Books may be requested from other institutions, and checked out for a period of four weeks, with renewals sometimes possible.

⇒ A brief tutorial about how to use MOBIUS can be found in Canvas, on the Library MOBIUS tab.

Becker Library at Washington University School of Medicine and the St. Louis College of Pharmacy Library have suspended all in-person services at their facilities.

⇒ Consequently, until further notice, Goldfarb students will not have access to the physical libraries at Washington University or the St. Louis College of Pharmacy.

⇒ For information regarding library support, please visit Goldfarb School of Nursing’s Library Services page: SIGN INTO GUS

⇒ You can also contact Goldfarb’s Library Services directly by completing the Ask the Librarian form.

⇒ Ask-the-Librarian online queries are monitored days, evenings, and weekends.

Please don’t hesitate to contact the Library; we are here to assist you!
TECHNOLOGY SUPPORT

BJC IS HELP DESK 314.362.4700.
⇒ Call them for general IT, hardware or access issues.
⇒ If the issue cannot be resolved, ask for the incident number and sent it to Carlos.pardo@BarnesJewishCollege.edu

CANVAS SUPPORT 855.382.5511:
⇒ Call Canvas for any issues with the application such as uploading/downloading files, error messages etc.
⇒ Don’t call them for the content itself or course questions (contact your professor for that)
⇒ If you cannot get your issue resolved, ask them for an incident reference number and send it to kc.riley@bjc.org

PASSPORT/CARELEARNING SUPPORT support@carelearning.com:
⇒ Try to log in with your name.lastname@BarnesJewishCollege email address and if you cannot remember your password, click the “forgot password” link https://passport.carelearning.com/Account/Forgot to reset your password. If that doesn’t work, try with the name.lastname@bjc.org address
⇒ If the response is that your account doesn’t exist or it expired and you need to pay, please email carlos.pardo@BarnesJewishCollege.edu to request a renewal
⇒ Any other problems, email support@carelearning.com and escalate to Carlos if they are not resolved in a timely manner.

EXAMITY 855.392.6489:
⇒ Call if you get errors with the proctoring software, but also let your professor know that you are experiencing issues (the professor will need to authorize the test re-entry)
⇒ More contact information at https://examity.com/test-taker-contact/

ATI 800.667.7531 OR LIVE CHAT AT HTTPS://ATITESTING.COM/CONTACT:
⇒ Call if you get errors with the proctoring software, but also let your professor know that you are experiencing issues (the professor will need to authorize the test re-entry)

GOLDFARB IS SUPPORT:
⇒ Help Line 314.362.9229 (only business hours, don’t leave message)
⇒ GusConnect@bjc.org (for low priority issues)
⇒ Other contacts for IS support (you can leave a message)
  • Carlos Pardo Office: [314.454.7547 / Cell:314.368.9333] carlos.pardo@BarnesJewishCollege.edu
  • Mike Kimmel [314.362.9206] mgk2931@bjc.org
  • Michelle Pfau [314.454.5506] Michelle.Pfau@BarnesJewishCollege.edu
  • Eliot Motl [314.273.1036] elliot.mot@barnesjewishcollege.edu
Our Student Affairs Departments, while being mostly remote to you, will be able to assist with the majority of your questions and needs. In an effort to remind you of the services that are available to you we have provided quick reference information below:

Office hours for Student Services are from 8:00a.m. - 5:00p.m., Monday–Friday.

**Academic Advising Resources** – While we recognize this is a challenging time, we want you to know that we are still accessible **virtually** here to support you. *We are accessible to meet your needs.*

⇒ Jessica Allen, Accelerated & Graduate Students & Peer Tutor Program Coordinator [314.362-7295]
   Jessica.Allen@BarnesJewishCollege.edu
⇒ Jane Cornbleet, Upper Division West Campus & Peer Mentor Coordinator [314.996-7437]
   Jane.Cornbleet@BarnesJewishCollege.edu
⇒ Janine Russell, Upper Division Duncan Campus & Peer Leader Program Coordinator [314.362-3623]
   Janine.Russell@BarnesJewishCollege.edu
⇒ Malou Jaime, International Students & Events Coordinator [314.454-8686]
   Malou.Jaime@BarnesJewishCollege.edu

You may contact us through Outlook email, Microsoft Teams (audio, video, and chat when available), and/or phone (visit outlook.bjc.org, enter BJC credentials, send a push or enter access code from Duo Mobile App. select Teams icon)  
⇒ **Student Assistance Program** [https://www.bjeeap.org] [314.747-7490 or 888.505-6444]

**Peer Tutoring, Peer Leading and Peer Mentoring** support services will still be available to you both online and off campus.

**Business Office** – The Business Office is working remotely due to COVID-19.

⇒ Hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Please call or e-mail.
⇒ Office Hours & Staff
   • Joe Etling [314.454.8619] / Joseph.Etling@BarnesJewishCollege.edu
   • Backup: Ebony Mosby [314.762.8177] / Ebony.Mosby@BarnesJewishCollege.edu

**Disability Services** – provides confidential accommodations and support services to any student with a documented disability while enrolled at Goldfarb School of Nursing at Barnes-Jewish College.

⇒ Dr. June Cowell-Oates, Disabilities Services Coordinator [314.454-8694] / June.Cowell-Oates@BarnesJewishCollege.edu

**Financial Aid Resources** – For questions regarding financial aid

⇒ Holly Allen, Financial Aid Counselor [314.454-8489 or 314.335-9648] / Holly.Allen@BarnesJewishCollege.edu
⇒ Kelly Fleming, Financial Aid Technical Specialist [314.454-7056] / Kelly.Fleming@BarnesJewishCollege.edu

For questions regarding work study:

⇒ Stacy Bogier, Director of Enrollment Management [314.454-7770] / Stacy.Bogier@BarnesJewishCollege.edu
REGISTRATION DEPARTMENT RESOURCES - We are here to serve you. When you need us, please feel free to contact us using the information provided below.

Registration services provided include, but are not limited to:
- Assistance with your current or future registration
- Transcript services
- Letters of Verification of Degree or Enrollment

Terri Montgomery, Registrar / Terri.Montgomery@BarnesJewishCollege.edu
- Phone: 314-362-6255
- Fax: 314-362-9250

Denise Davis, Registrar Technical Specialist / Denise.Davis@BarnesJewishCollege.edu
- Phone: 314-362-9847
- Fax: 314-362-9250

Kathy Morris, Registration Data Specialist / Kathy.Morris@BarnesJewishCollege.edu
- Phone: 314-454-7058
- Fax: 314-362-9250

College Website contains a significant amount of information, references and resources. [www.barnesjewishcollege.edu](http://www.barnesjewishcollege.edu)

FRONT DESK / SECURITY DESK
- Duncan Campus - Monday - Friday, 7am - 9pm
  - Phone: 314-454-7555
- West Site - Monday - Friday (Hours vary-coverage hours TBD)
  - Phone: 314-996-4772