



DEPARTMENT OF EMERGENCY AND DISASTER HEALTH SYSTEMS

Professional and Continuing Education

Policies for July 2025 CCEMTP

Please familiarize yourself with ALL information herein.

Our campus is REQUIRED to follow the State of MD mandates and as a guest on our campus, you must follow the established campus guidelines to participate in the course.

Per UMBC Administration and Risk Assessment:

All participants will be required to follow all established policies set forth by the CDC, State of Maryland, UMBC and EHS PACE program – as a student in the course, you agree to the policies prior to coming to campus.

If you cannot follow the guidelines, or do not wish to follow the guidelines and reminders from staff and faculty, please consider withdrawing from the course.

Campus risk assessment measures are in place for your protection, as well as the protection of your fellow classmates, staff, faculty and campus community. ALL must follow the policies outlined herein, in addition to the student handbook, REGARDLESS of vaccination status.

Any student failing to meet the requirements (including PPE policies or online module completion), or disregarding the policies, will be removed from the course and will not receive a refund.

**Be advised: policies MAY be updated with guidance from UMBC Administration as we get closer to the course date. If additional measures are required, or if anything is relaxed, we will advise you of such.*

The PACE program staff will be on hand throughout the entirety of the course to regulate traffic, recommend sitting areas and also encourage social distancing and adhering to all guidelines.

We encourage you to bring masks, personal wipes, sanitizer, your own snacks, beverages and lunch to be self-reliant while on campus keeping in mind that ALL services are limited throughout the Summer .

Masks, Gloves/Goggles & PPE:

A. Facemasks

1. ***May be worn at all times while on campus*** (NOT REQUIRED), BUT **ARE required in the cadaver lab setting.** 2. Must be worn so that it covers mouth and nose 3. May be a surgical or cloth-type mask. (N95 masks are not required at this time, but are permitted if students wish to wear, as is double-masking if desired). 4. Masks should be changed or washed when visibly dirty.

At this time, there are NO mask mandates on our campus, but they remain in place at the cadaver lab.

If you feel ill, we ask for your consideration to please wear a mask.

B. Gloves

1. Must be worn whenever in the lab setting 2. Must perform hand hygiene whenever gloves are donned and/or doffed.

C. Eye protection

1. Must be worn at all times when in any lab setting. *You must bring your own eye protection.* Faceshields may be used as an alternate to eye protection.

D. Gowns

1. Are not required at this time in the clinical skills, but WILL be required at cadaver lab and will be provided.

Summary: **Participants are required to bring their own eye protection and/or face masks. Gloves and gowns will be provided.**

*If employers require students to wear facemasks, eye protection and additional protection, please follow your established policies if they supersede UMBC recommendations.

Social distancing:

At this time, we will practice 3' feet distancing when practical, but significantly encourage a minimum of 3' social distancing when on breaks, when asking questions of staff/lecturers.

When social distancing is not practical (i.e. cadaver lab), students will be required to follow all lab policies regarding PPE.

Students will space themselves throughout the lecture hall adhering to signage, blocked rows and ensuring social distancing.

Beverages/catering:

No catering will be provided. This includes coffee or food items.

Participants should bring their own lunch, snacks and beverages. Participants will be given a MINIMUM 1 hr lunch break every day of in class sessions.

Students may utilize outdoor spaces, benches and green space relatively close to Sherman Hall/ITE. We encourage the use of these outdoor spaces during breaks and lunches. Please refer to campus maps for greenspace.

A limited number of students will be permitted to eat in the foyer of ITE. Eating is permitted in ITE 104 and we encourage students to eat in the classroom at their seats or outside.

All beverage containers must be closable to prevent contamination. It is expected that consumption only occurs when away from others, in an area that is "clean" and only once hand hygiene has occurred. We require social distancing for groups of people gathering to enjoy lunch together.

We cannot guarantee that any vending machines (drinks or snacks) on campus will be stocked adequately or routinely.

There is no fridge or microwave that will be available for use, ***we encourage students to be fully self-reliant on and self-sufficient for beverage and nutrition.***

Please bring a cooler as we will have plenty of room in the classroom for these items if you wish to bring with you.

There are many delivery service available to campus (UberEats, DoorDash & GrubHub), you are given a minimum of 1 hr for lunch break, please plan accordingly if you are ordering and/or venturing off campus for lunch. There are no restaurants within walking distance of campus, nor many options within 5 miles. The attendance policy will be strictly enforced as always so please plan ahead.

Summary: **Participants should plan to order and/or bring their own snacks, beverages and/or lunch. Water fountains MAY be available for use on campus.**

QR Codes :

QR codes have been implemented to safely and securely capture required daily attendance and evaluations, as well as other demographic information throughout the course. Paper sign in's and use of paper attendance records will be eliminated for risk mitigation and all students will be required to use their personal mobile devices to access QR codes.

How to scan a QR code* <links provided on p6 for Apple & Android>

1. Open your Camera app.
2. Select the rear facing camera. Hold your device so that the **QR code** appears in the viewfinder in the Camera app. Your camera will recognize the QR code and show a notification.
3. Tap the notification to open the link associated with the **QR code**.
4. Complete the required information.

-Class starts PROMPTLY at 0800; the classroom will NOT be open prior to 0730.

PLEASE DO NOT REPORT PRIOR TO 0730 after Day 1

Paperless sign in using QR codes

Daily sign-in's will be done via a QR code and are required prior to 8AM DAILY. QR codes will be distributed in your student binder which you will receive on Day 1.

Evals QR code

Daily course evaluations for lecturers, lecture content, etc will be completed via QR codes. QR code eval will be distributed in your student binder for your use throughout the course. We ask that you complete an evaluation daily either before you leave the classroom, or in the evening.

Summary: There will be numerous uses of QR codes while on campus to complete the required paperwork. Please make sure to pay close attention to daily requirements and understand it is your responsibility to adhere to all the sign in and screening tools.

Signage:

Participants will be required to adhere to all posted signage regarding door usage (entry and exits); bathroom usage (limited number of persons posted on restroom doors); social distancing reminders; etc.

Asynchronous learning modules:

Students will be required to complete course topics and modules via the EdX learning management platform. Course assignments will be released on Sunday July 13th and must be completed prior to **0800 Friday, July 25th, 2025.**

You will be required to create an EdgeEdx account (accounts are free of charge) to participate in the coursework.

Please wait for further information regarding EdX forthcoming ~ approx. June 25, 2025.

All course modules on Edge EdX are a required part of the course and are considered testable material.

Students will each be required to complete the assigned modules (all parts) individually. Module completion will be tracked and students will be tested on material contained therein. Students will also complete a verification form indicating completion, which will be kept on file along with online completion tracking for attendance/CE purposes.

Summary: There will be numerous out of class assignments that must be completed ON YOUR OWN by 0800 Friday, July 25th, 2025.

- More info to follow.

ADDITIONAL POINTS:

Participants acknowledge that if they do not comply with the policies, they will be removed from the class and not able to return. All staff will be empowered to enforce the policies.

Students will be sent electronic communications along with a confirmation packet, a website specifically designed for their use to include maps, screening information and requirements, as well as a shared Box folder that will include all requirements, communications and policies.

The classroom will be CLOSED at the end of the regular course session and will not be available for your use after the UMBC rep leaves.

Read all communications from UMBC, locate where to park (this is not near the classroom), know the route to the ITE building, locate the entry doors and classroom on the main floor. Make sure that you have opened all attachments; accessed Box and prepared for the course.

All UMBC staff are required to assure educational and safety controls throughout the entirety of the course

Iphone or Ipad use of QR codes:

<https://support.google.com/accounts/answer/9283368?co=GENIE.Platform%3DiOS&hl=en#:~:text=You%20need%20to%20already%20be,Google%20Account%20on%20that%20device.>

Android use of QR codes:

<https://support.google.com/accounts/answer/9283368?co=GENIE.Platform%3DAndroid&hl=en#:~:text=On%20your%20compatible%20Android%20phone,screen%20to%20finish%20signing%20in.>