PALMER MAIN CAMPUS
Return-to-Campus Protocols for Students, Faculty, Staff and Guests

This document was created by Palmer College of Chiropractic’s Emergency Operations Team to guide the limited resumption of on-campus educational activities. It’s subject to change based on recommendations from local, county, state and federal public-health officials.
SPRING 2021 ACADEMIC PLAN:

While the current numbers of COVID-19 cases are on the decline, we anticipate continued COVID-19 challenges during the upcoming spring term, beginning Tuesday, March 9, 2021. In the interest of movement toward pre-pandemic instruction, along with continued safety for all, this will be a term of transition. We will begin a phased-in approach returning to in-person lectures.

- For the D.C. Program courses, select lecture-only courses will continue online; however, most courses will return to in-person delivery of lectures.
- Smaller, sectioned, hands-on, skills-based and laboratory courses will meet fully in-person for all assigned days and attendance is expected.
- Larger lecture courses will meet in-person with restrictions on crowd size:
  - Students will be alphabetically assigned to either group A or group B, for alternate weeks of attendance.
  - In-person lectures are encouraged but will be optional for students who may be uncomfortable in the larger class settings.
  - Faculty will lecture in-person to the assigned group and will simultaneously use Virtual Classroom for the group that is not scheduled to meet in-person that week, or for those students who are uncomfortable in a larger class setting.
- Due to smaller class sizes, all Undergraduate Program courses will resume in-person learning.
- Additionally, all written and practical examinations for both programs will occur in-person and on-campus.

As we begin the transition to in-person lectures, we will continue to closely monitor on-campus COVID-19 cases and respond accordingly. If COVID-19 cases remain stable, the College may lessen crowd restrictions as the term progresses.

If cases increase, we may need to return to virtual lectures for a specific cohort or campus wide. Therefore, our ability to provide in-person instruction, including hands-on, continues to rely on adherence to current safety protocols in place.
The following health and safety rules will continue to apply to all students, faculty, staff and administration during the spring term.

- Face masks must be worn in all interior public spaces at all times.
- Face masks must be worn properly covering your nose, mouth and chin. The CDC recommends tightly fitted masks and/or wearing two masks.
- Face shields, gaiters, face masks with exhalation valves, and bandanas are not permitted as replacements for face masks.
- Try to stay at least 6 feet (about two arms’ length) from other people, unless working with a partner in a hands-on/lab course, or a patient in the clinical setting.
- Eating and drinking is prohibited in classrooms.
- Avoid gathering in groups on and off campus.
- Wash your hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use a hand sanitizer that contains at least 70% alcohol.
- Should you experience any COVID-related symptoms, please do not come to campus for any reason.
- If you suspect you have been exposed to COVID-19, or have tested positive, please submit the Potential Exposure Form and/or the Positive Diagnosis Form immediately. A college representative will contact you regarding isolation/quarantine protocols.

As future health professionals, we ask that you demonstrate continued respect and concern for your peers, faculty, staff, patients and guests by conducting daily self-monitoring and by holding each other accountable for responsible behavior. Noncompliance with the safety rules above risks an increase of cases within our campus community necessitating a change in how we can deliver education. Failure to adhere to safety mandates will be promptly addressed and may lead to discipline, up to and including suspension/expulsion.
**SPRING 2021 SUMMARY**

**D.C. courses:**

- The first week of the spring term will be online for lecture-only courses. Hands-on courses and labs will meet in-person.

- Beginning with the second week, most courses will return to in-person lectures. Large lecture courses will have limitations placed on crowd sizes.

- Students will be alphabetically assigned to Group A or B and attend alternate full weeks of lecture attendance. Smaller groups provide the possibility for greater distancing within the classroom. Group assignment will be communicated via Brightspace.

- During a week that a group is not scheduled for in-person attendance, students will attend lectures remotely. The expectation is students attending remotely do so synchronously at the scheduled class time.

- Students can elect to attend all lectures virtually if they are uncomfortable in the larger class setting.

- A specific classroom will be designated for larger lectures in each trimester cohort to reduce student movement in the hallways between classes.

- Select lecture courses will remain fully online. See list of courses below.

- Smaller sectioned, hands-on courses may now have in-person lectures. This is based on room and enrollment size. Faculty will communicate their lecture format and schedule via Brightspace.

- Hands-on and lab instruction will occur in-person.
  - There is not a remote option for lab/hands-on courses.

- Upper trimester (8th, 9th, 10th) lecture courses will remain online (see list below).

- All written and practical examinations will be conducted in-person and on campus.

- Limited, designated space will remain available on campus for quiet study and for remote participation of courses. Face masks are required in these spaces.

- Spaces include classrooms designated as quiet study spaces, open classrooms, the new David D. Palmer Learning Commons, Hagen Student Union, Palmer Café, etc. Utilization of classroom technology for lecture viewing is not permitted.

- The 2nd floor of the Bittner Center is not to be used for study and remote learning purposes.

- Because instructional delivery may quickly change due to the number of COVID-19 cases on campus, students should closely monitor campus announcements and course Brightspace pages for the most up-to-date information.
Undergraduate Courses:
- “Chemistry for Health Practitioners” is entirely online, including the lab.
- All other undergraduate courses will return to in-person instruction.
  - Due to small cohort size, all students will attend lectures in-person. There will be no virtual learning or recorded lectures for these courses.
  - Other than “Chemistry for Health Practitioners,” all written and practical examinations will be conducted in-person and on campus.

Student Services:
- Clinical Enrichment Courses will meet on campus with PPE and social distancing requirements in effect. Contact Student Services for details.
- Student clubs/organizations and Center for Business Development programs and events will continue to be held in-person with PPE and social distancing requirements in effect.
- PASS tutoring will be coordinated by the academic counselors and will be mostly held in-person, with adherence to PPE requirements. Monitor the PASS program web page for the most up-to-date PASS program schedule. Limited in-person tutoring opportunities will be available in the anatomy lab on a pre-registration basis with PPE and social distancing requirements in effect.
- Any student with concerns about attending in-person should contact the Registrar’s Office and/or an academic counselor to discuss options for withdrawing from the course(s).

Academic Adjustments for Qualified Students with Disabilities Statement:
- Palmer College makes reasonable academic adjustments for qualified students with disabilities, as required by law.
- Any qualified student with a disability who requires a reasonable academic adjustment to perform the academic and technical standards requisite to participation is to contact the Disabilities Coordinator to request such an academic adjustment.
Courses having all lectures remaining online:

3rd Tri
- Subluxation Analysis (1:55 Friday lecture only)

4th Tri
- Life Science Review
- Introduction to EHR

8th Tri
- Financial Management
- Legal Issues
- Chiropractic Practice I
- Patient-Centered Communication

9th Tri
- Regulatory Issues
- Chiropractic Practice II
- Practice Management Strategies

10th Tri
- Planning for Practice Success
- Chiropractic Practice III

Courses having restricted crowd size, in-person lectures (Group A & B):

1st Tri
- Neuroanatomy I
- Embryology
- Chiropractic Philosophy & History
- Rights & Responsibilities
- Physiology I
- Gross Anatomy I
- Biochemistry I
- Cellular Physiology

2nd Tri
- Spinal Anatomy
- Biochemistry II
- Chiropractic Theory
- Fundamentals of Evidence Based Clinical Practice
- Gross Anatomy II
- General Pathology
- Physiology II
3rd Tri
- Neuroanatomy II
- Immunology
- Organ Histology
- Endocrinology
- System Pathology I
- Physiology III
- Microbiology

4th Tri
- System Pathology II
- Foundations of Nutrition
- Public Health
- Rad Quality I
- Movement Science (Lecture attendance is split; all students attend assigned lab sessions each week)

5th Tri
- Diagnostic Imaging I
- Passive Care (Lecture attendance is split; all students attend assigned lab sessions each week)
- Geriatrics
- Rad Quality II
- Genitourinary (Lecture attendance is split; all students attend assigned lab sessions each week)
- Philosophy III

6th Tri
- Diagnostic Imaging II
- Active Care (Lecture attendance is split; all students attend assigned lab sessions each week)
- Toxicology
- Clinical Psychology
- Ob/Peds (Lecture attendance is split; all students attend assigned lab sessions each week)

7th Tri
- Clinical Nutrition
- Visceral Disorders
- Differential Diagnosis
- Imaging: Chest and Abdomen
COVID-19 Reporting Information

If you've been exposed to or have tested positive for COVID-19, follow the steps below. The student attendance policy is still in effect but we'll work with students as they report.

EXPOSURE
Potential exposure is defined as household contact, or health department notification that you were in close contact with someone who has tested positive for COVID-19.

If you have been exposed to COVID-19, please do the following:

1. Complete the Report Potential Exposure Form
   • A representative from the College will contact you with additional information and instructions.

2. **STUDENTS**: Report your absence as soon as possible to the Campus Registrar, who will notify faculty of your absence from registered courses.

3. **EMPLOYEES**: Report your absence as soon as possible to Human Resources.

4. If Palmer College is notified of a positive case, we'll take the appropriate action to sanitize the affected areas. We'll also directly notify members of the campus community who were known to be in close contact with the individual.

SYMPTOMS
People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. **Symptoms may appear 2-14 days after exposure to the virus.**

People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
HOW TO GET TESTED

- **TEST IOWA**: Anyone can get tested at Test Iowa for free. Simply visit testiowa.com and scroll down to the section labeled “How do I get tested?” Complete the questionnaire and schedule your appointment. No insurance card is necessary.

- **YOUR DOCTOR**: You can also call your doctor for a test. We’ve received reports that there is a fee to get tested by your doctor.

POSITIVE DIAGNOSIS

If you have tested positive for COVID-19:

1. Complete the [Report Positive Diagnosis Form](#)
   - A representative from the College will contact you with additional information and instructions.
   - Prior to returning to campus, employees and students must have completed the quarantine period, be fully recovered and complete the [Request to Return to Campus Form](#).

2. **STUDENTS**: Report your absence as soon as possible to the Campus Registrar, who will notify faculty of your absence from registered courses.

3. **EMPLOYEES**: Report your absence as soon as possible to Human Resources.

REGISTRAR’S OFFICE CONTACT INFORMATION

Palmer Main Campus
563-884-5654
registrar.ia@palmer.edu