

SUNY ULSTER TESTING PLAN – Fall 2020 and Spring 2021

Purpose and Overview

This plan outlines SUNY Ulster's COVID-19 testing protocol for the Fall 2020 and Spring 2021 semesters.

Fall 2020

Initial, voluntary nasal swab testing was completed during the first week of classes at no cost to students, staff, and faculty. No positive test results were reported during this initial testing period.

Pooled surveillance testing was deployed throughout the semester to monitor the health of the on-site student population. This testing was mandatory and was pre-scheduled based on the student's on campus class schedule. Students were grouped in Group A and Group B based on their first on site class session. All staff unions (CSEA and OPAP) and faculty approved mandatory testing of on-site employees.

On-Site Population - Fall 2020

As indicated below, approximately 518 individuals were projected to be on-site at the Stone Ridge and Kingston Center Campus during the Fall 2020 semester. In adherence to State guidelines, if five percent or 42 individuals tested positive for COVID-19, classes would have been transitioned to remote learning for at least 14 days. This did not occur.

On-Campus Population	
Residential Students	0
Non-Residential Students	368
Employees	150
Total	518
5% of Total Population	25

Initial COVID-19 On-Site Nasal Swab Testing

During the opening week (August 24, 2020), on-site COVID-19 testing was offered for all students scheduled for face-to-face classes, faculty, and staff at no cost to the individuals. Initial testing was done in partnership with HealthAlliance/Westchester Medical Center Health Network on the Stone Ridge campus of SUNY Ulster and through HealthAlliance/WMC's Grand Street testing location in Kingston, New York.

COVID -19 Surveillance Testing

Fall 2020 Student Testing

Pooled surveillance testing was offered in partnership with SUNY Upstate Medical University. For the Fall 2020 semester, 621 students were enrolled in hybrid classes, however, only 368 students reported for face to face interactions on a weekly basis. Students enrolled in lab-based courses reported on-site only for needs-based assessments and skills labs, reducing the daily on-site student population. In addition, faculty members provided flexibility to students who wished to remain remote, further reducing daily on-site enrollment.

50% of the on-site student body was tested weekly or up to 310 students on a weekly basis. Students were grouped together based on their course section. Students who took multiple face-to-face courses were pooled with their first on-site class scheduled for the week.

Advance notice of testing requirements (at least 7 days notice) was communicated to students through email, text messaging, and/or phone calls to ensure compliance.

Positive pooled tests were analyzed by Upstate Medical for individual testing of the positive pool.

Positive test results were reported to the student and SUNY Ulster Health Services for contact tracing purposes. This notification activated the SUNY Ulster Contact Tracer Team to review the sign-in logs and access sheets to determine the individual's last point of contact on-site and commence the tracing program to notify others of potential exposure.

Spring 2021 Semester

On-Site Population

As indicated below, approximately 350 individuals will be on-site at the Stone Ridge and Kingston Center Campuses during the Spring 2021 semester. This breaks down into 200 students and 150 employees. The SUNY Ulster academic calendar has been updated to remove Spring Break. At this time, the College is evaluating virtual commencement opportunities for May 2021.

On-Campus Population	
Residential Students	0
Non-Residential Students	200
Employees	150
Total	350

Spring 2021 Faculty and Staff Testing

On-site faculty and staff are required to participate in pooled testing biweekly, but are encouraged to participate in weekly COVID-19 testing.

COVID-19 testing will be conducted in the HAS lobby on the Stone Ridge campus from 9:30-3:30pm Monday-Friday. Testing at the Kingston Center will be conducted in the lobby of the Kingston Center on Mondays from 5:30-6:30pm and on Tuesdays and Thursdays from 9:00am-3:30pm. All onsite faculty and staff are required to be tested biweekly, but are encouraged to participate in weekly COVID-19 testing.

[Spring 2021 Student Testing Plan](#)

All students who return to campus for face-to-face classes will be required to participate in on-campus pool surveillance testing within five days of returning to campus, or provide a recent negative test result.

Student testing calendars have been updated to reflect 100% weekly testing throughout the Spring 2021 semester. Testing will be conducted centrally in HAS and the Kingston Center of SUNY Ulster.

[Stone Ridge Testing Instructions:](#)

[Pre-register for testing](#)

The Testing Center will be located in the lobby of HAS. The Testing Center is open 9:00am-3:30pm Monday -Friday.

Self-administered testing (without nursing staff assistance) is open from 3:30 pm-6:00 pm. You must bring your own portable device and be able to log yourself into your Upstate Medical Portal account and self administer your test.

[Kingston Center Testing Instructions:](#)

[Pre-register for testing](#)

Testing will be conducted in the lobby of Kingston Center. Testing Center on Mondays from 5:30 - 6:30 p.m. and Tuesdays and Thursdays from 9:00-3:30pm

Self-administered testing (without staff assistance) is open from 3:30 pm-7:30 pm. You must bring your own portable device and be able to log yourself into your Upstate Medical Portal account and self administer your test.

We've adjusted the COVID-19 testing schedule to provide additional flexibility for evening students. As you know, the COVID-19 test is a self administered test, making it easy for individuals to manage.

With this in mind, all evening public safety officers will be trained to instruct individuals on how to self administer the test.

This will allow evening students to complete their test prior to the start of their class, avoiding unnecessary trips to campus. It is important to note that those who require assistance in logging into their Upstate Medical portal account, should report to testing during normal testing center hours so that staff can assist them in accessing their accounts.

Negative test results will be communicated to students immediately upon receipt via email to their SUNY Ulster Email account.

Positive test results will be reported to the student and SUNY Ulster Health Services for contact tracing purposes. This notification will activate the SUNY Ulster Contact Tracer Team to review the sign-in logs and access sheets to determine the individual's last point of contact on-site and will begin the tracing program to notify others of potential exposure.

Positive pooled tests will be analyzed by Upstate Medical for individual reflex testing to determine which individual(s) within the pool has COVID-19. Individual diagnostic results will be available within 24 hours. As a non-residential commuter campus, students identified in a positive pool will be required to self-isolate and will not be allowed to access campus until individual results are determined.

TESTING LOGISTICS

Testing will be conducted on the Stone Ridge and Kingston Center of SUNY Ulster.

The Director of Public Safety, Wayne Freer, in consultation with the Coordinator of Health Services, Patricia Vincent, will coordinate the testing chain of command and the testing logistics for the Stone Ridge Campus.

The Director of Plant Operations, Donald Steward, will coordinate the physical site set up and clean up.

Health Services staff will be trained to conduct pooled testing. If necessary, nursing students will be trained to conduct this test and may be called upon to staff testing locations.

Testing locations will be set up in a centralized location on campus to increase participation and compliance with testing procedures.

Students will be required to report to testing locations upon completion of their face-to-face class. This will reduce the potential for students to have eaten or drunk anything in the previous 30 minutes.

On-site, students who do not report for testing will be denied access to campus and their College ID number (UNumber) will be added to a restricted access list maintained by Health Services. These students would then need to provide proof of a negative test result prior to being admitted back on campus.

Testing results will be reported to Health Services, and in the event of a positive pooled test, all students within the pool will be added to a restricted access list and will not be permitted on campus until they obtain the results of their individual test results.

TESTING PROCESS/PROCEDURES

Students have been informed of the testing process via email, Campus Life newsletters, and social media communication protocols.

Students will be grouped in Groups A and B based on their in-person classroom schedule on the Stone Ridge Campus and the Kingston Center of SUNY Ulster. Stone Ridge testing will be conducted in the Student Life Center/Cafeteria in Vanderlyn Hall.

- 1- To reduce wait times at testing locations, [students must pre-register](#) using your SUNY Ulster email address.

Students who do not pre-register will be required to register at the testing location prior to administering the test.

- 2- Students must bring their mobile device and SUNY Ulster ID to the testing location. Your mobile device will be used to log into your SUNY Upstate COVID-19 Account/Upstate Medical Portal and scan a custom barcode that will be linked to your test.
- 3- In order to ensure accurate results, those being tested must not eat, drink, smoke or vape within the 30 minutes prior to their test, and must not brush teeth or use mouthwash within the three hours prior to their test.
- 4- Upon reporting to the testing location, students will sign into the [SUNY Upstate Portal](#) and scan the barcode on their testing tube. Students will self-administer their test, as indicated in this [video](#).
- 5- Test results will be reported to students through the [SUNY Upstate Portal](#) and to SUNY Ulster for contact tracing purposes.

DASHBOARD DATA ENTRY

The Vice President for Administrative Services, Jamie Capuano is the Campus lead for data collection and entry into the SUNY Dashboard.

ISOLATION AND QUARANTINE ROOMS

Currently, there are two rooms designated as isolation rooms on the Stone Ridge campus. These rooms are located in our Public Safety office and our Health Services suite. As a non-residential campus, these rooms are designated as isolation rooms in the event that an individual reports to campus with symptoms or develops symptoms related to COVID-19, and they are unable to transport themselves to a medical provider.

DATA MANAGEMENT

Access to campus is monitored through an electronic database. This database tracks point of entry and time of entry.

If a student, faculty, or staff member obtains a positive COVID-19 test result from an outside testing agency, or they are placed under a mandatory or precautionary quarantine, they are required to notify

SUNY Ulster Health Services at healthservices@sunyulster.edu. Vice President for Administrative Services, Jamie Capuano capuanoj@sunyulster.edu is the campus lead for testing data management.

A secure database of testing information will be developed to track testing status for the population sampled. Access to this database will only be shared with Health Service staff members. This database will be updated to track students under mandatory quarantine notifications due to testing results.

CONTACT TRACING

SUNY Ulster has developed an internal contact tracing program. Led by the Director of Public Safety, Wayne Freer, the SUNY Ulster Contact Tracing Team consists of seven individuals who have completed the Contact Tracing training program. This team coordinates with the Ulster County Department of Health to assist in contact tracing efforts and to provide information regarding potential on-site exposure.