

NCU 2019-nCoV Home Quarantine Care Plan

I. Basis

1. According to the February, 4th, 2020 the NCU 2019-nCov quarantine working guide.
2. According to the instruction of Central Epidemic Command Center (CECC), since February 6th, every entry from China, Hong Kong, Macao area (Hong Kong and Macao start from February, 7th), Transit to Taiwan start from February 10th, (such as foreign student) MUST be on the Home Quarantine List.

II. Purpose

To protect and keep the whole campus safe and also make sure education and administrative work in progress.

III. Division for each office

In response to “Serious Special Infectious Pneumonia”, this plan is based on rolling correction approach.

1. Office of International Affairs (OIA)

- (1) Investigate and confirm the list of those non-native students meets the standard of home quarantine, and their living status, (Include on Campus & off Campus address), their entry date to Taiwan, sent the list to Health Center, Campus Dorm Service and Campus Security Center.
- (2) Must remind these students to prepare their own surgical mask for home quarantine use before enter Taiwan.
- (3) Health Care Education: Must follow the home quarantine rules by Centers for Disease Control (CDC). Respiratory hygiene and cough etiquette, records body temperature and health status daily and fill out the online temperature

measurement questionnaire system by NCU.

2. Office of General Affairs -General Service Division

- (1) The school provides a building for home quarantine use. No additional accommodation fee is charged. For the "home quarantine" on campus, must follow the instruction by CDC "Home Quarantine for Entrants from Infected Areas of Serious Special Infectious Pneumonia Notice" and "System for Tracking and Managing People at Risk of Infection". To arrange each person a room, and advocate stay in room for 14 days, make sure upload body temperature and health status online every day.
- (2) Quarantine Shelter cleansing is every 3 days, and only focus on public area equipment that usually touched. (Such as door knob, tables, light switch, or any other public stuffs) floor cleansing and disinfection by using 1:100 (500ppm) diluted household bleach solution. All rooms clean and disinfection by students.
- (3) For laundry equipment, cleansing is every 3 days. Disinfection by using 1:100 (500ppm) diluted household bleach solution.
- (4) Provide daily supplies: including pillow, dormitory mattress, comforter, toothbrush, insect repellent, trash can, instant noodles, toilet paper, handwash and laundry detergent.
- (5) Residents' waste (trash) must be centralized, no need to classify. Put them at the 1st floor lobby of quarantine shelter every day. Daily garbage removal will be provided by professional trash treatment company.
- (6) Provide hair caps, masks, gloves, gowns and goggles for cleaning staff
- (7) During quarantine period, no visitors. Any not related staffs are not allowed in. Please ask for patrol and always keep focus on CCTV files organization. Campus Security staffs must plan on the management for quarantine shelter.
- (8) If there is any off campus home quarantine students ask for the accommodation,

school must provide the helps and arrange the room (with free charge).

(9) Campus Quarantine Shelter must prepare daily supplies and cleaning supplies before check-in.

(10) When all the students leave the shelter, the whole building must disinfect.

3. Office of Student Affairs – Dormitory Service

(1) Provide health care education for those students did not enter China, Hong Kong and Macao areas during winter break. If there is any student with acute respiratory symptoms must put mask on and go to the doctor immediately.

Also stay home for rest, avoid to workplace and take a sick absent.

(2) Dormitory administrator must help student move their luggage to Campus Quarantine Shelter. During office hour can call General Service Division Ms. Wu (ext. 57316) for help.

4. Office of General Affairs – Health Center

(1) Provide quarantine package, each package with 1 digital thermometer and mask. (Mask in the package only provided according to the personal circumstances) And a handbook for health care education.

(2) Provide disinfection supplies (rubbing alcohol and bleach) to students.

(3) On quarantine students, check-in to the quarantine shelter must do the interview which is by health center staffs, off-work time will be on duty officers or campus security staffs.

(4) Check the online system of quarantine students' temperature and health status. If there is a student running fever or with acute respiratory symptoms must put mask on and inform Health Center (03-422-7151 ext.57270 / 57271) or Campus Security Center (03-280-5666), dial 1922 for the assessment of medical treatment. If is not a positive case, student is allowed back to their

room for quarantine.

- (5) All related staffs (such as dorm administrator, meal deliverer, cleaning staffs) must put on list, provide them safety course and equipment.
- (6) After quarantine, students can leave the shelter after Health Care Staffs' confirmation.

5. Campus Security Center

- (1) After February 7th, all students back to campus for home quarantine should NOT take any public transportation. When arrived on campus MUST contact NCU Campus Security Report Center to arrange check-in and show "Home Quarantine for Entrants from Infected Areas of Serious Special Infectious Pneumonia Notice".
- (2) Campus security must check on student's arrival (back to campus or back to their rental) must trace students continually.
- (3) Ask those off campus students to follow local government instructions report their health status daily. If there is necessary, school can provide helps on contacts and services.
- (4) Provide helps on meals during quarantine. Breakfast 7:00AM, Lunch 12:00 AM, Dinner 17:30PM. Investigate students' eating habits during check-in, and joined to meal order system. The payment will be after the quarantine.
- (5) Remind students do not violate the law. If out of the shelter without authorization, according to the law, Article 58 of the Law on Prevention and Control of Infectious Diseases and Article 69 the punishment will be NT \$ 10,000 to NT \$ 150,000.