

Soma Institute of Neuromuscular Integration® Student & Faculty COVID-19 (SARS-CoV-2) Protocols & Safety Training

Covid-19 General Information

COVID-19 (SARS-CoV-2) has been declared a worldwide pandemic by the World Health Organization. COVID-19 is an extremely contagious respiratory and vascular disease that is believed to spread mainly from person-to-person in the form of aerosols and large droplets that are inhaled into the lungs. There is also the possibility of contracting COVID-19 through aerosol/droplet contact with the eyes and surface transmission is also considered a risk for transmission. COVID-19 is different from the flu and other common illnesses. This virus has a long incubation period and one may be asymptomatic and be contagious without knowing it.

Anyone can have the virus, not have symptoms and yet still be highly contagious.

Determining who is infected by COVID-19 is challenging and complicated. Challenges include the limited availability for virus testing, that infected individuals could be asymptomatic, or symptoms can be similar to other conditions people may experience. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have implemented sanitary and PPE (personal protective equipment) requirements.

Practicing bodywork is a medium-risk activity by default – distancing cannot be maintained and duration of contact is longer than recommended for low-risk of exposure. Please be aware that this activity can facilitate the spread of SARS-CoV-2.

The rest of this document covers the protocols that will be in place when you are attending the remainder of your training. There are a lot of details and practices we need to follow to minimize risk while in class and in clinic. BUT, even with these protocols and practices, **the most important thing is how you are conducting your life right now. We all need to do our absolute best to stay Covid-19 free.** We need to do ***all the things*** to keep ourselves healthy so that we don't compromise each other's ability to finish the Training. If you have been getting slack with your physical distancing, please assess it. If you are going out to eat a lot indoors, maybe reconsider. If you are not masking when appropriate, please do it! **Like no time before is YOUR health and the decisions you make more important to the group. We are all in this together.**

Safety in the Classroom and Clinic

To provide a safe environment for completion of the training, the Soma Institute will follow the guidelines and protocols put forth by several institutions: the WA State Department of Health, the WA State Massage Therapy Association (WSMTA), Occupational Safety and Health Administration (OSHA), the Center for Disease Control (CDC) and the Washington State Workforce Board.

To minimize risk to faculty, students and clinic models this document details the protocols that will be implemented by all parties while attending the Soma Institute facility. A Covid-19 supervisor will be present at all times the facility is in operation and will be responsible for monitoring the health of all students, faculty and models. The supervisor will also be responsible for enforcing the safety protocols.

Per regulation, the Covid-19 supervisor will check the Washington State Covid-19 Data Dashboard daily to ensure no new large outbreaks of COVID-19 have occurred in King County and that the surge capacity (percent of available hospital beds at any given time) remains above 20%. If the surge capacity goes below

20% in King County, The Soma Institute will close per the Governor's Guidelines in Proclamation 20-24.1. The Institute will resume training when it is again possible to reopen while remaining compliant with the Governor's proclamation and WA State Health Department.

The Covid-19 supervisor will conduct a safety and response training on the first day of classes. The safety training will also be conducted each week to reinforce protocols and provide new or adjusted information based on the current findings/guidance regarding SARS-CoV-2 and Covid-19.

Health Screening:

- First and foremost: **You must stay home if you do not feel well.**
- Any symptoms that match those listed for Covid-19 should be acknowledged and reported to the Covid-19 supervisor.
- Self-monitoring of health and screening prior to attending class is advised -- report any symptoms BEFORE coming to school.
- Before admission to school a health disclosure must be completed to provide accurate and truthful COVID-19 related exposure risk and sign/symptom information.
 - Completion of the health disclosure will be required each day of attendance at the Institute prior to the beginning of class or clinic.
 - A temperature reading will also be conducted and the results recorded as part of the attendance log.
 - Any readings that are outside of the normal range will be noted and the student or faculty member will not be allowed to enter the facility.

Distancing and Mask/Face Covering Guidelines for Classroom and Clinic:

- **Lectures/Classroom activities—**
 - A minimum distance of 6 feet will be maintained between all parties at all times with the exception of instructor/demo model interaction and limited close observation for lecture demonstrations .
 - All parties are required to wear face coverings. They may be of a material of choice within the guidelines of the health department and CDC. They should have an adjustable nose piece.
 - For lecture demonstrations, the instructor will wear an N95 or KN95 mask and eye protection (face shield or safety glasses). The demo model can wear a face covering of choice, ideally a surgical mask.
 - The institute will provide a surgical mask if needed.
 - Students can wear a face covering of choice but will be required to limit close interaction with the instructor and their model.
 - Students receiving work for lecture demonstrations may wear a face covering of choice.
 - Masks of the appropriate level will be provided if needed.
- **Student Exchanges**
 - For student exchanges, students will wear N95 or KN95 face masks.
 - Students in the role of practitioner will wear eye protection (face shield or safety glasses).
 - faculty will maintain a minimum distance of 6 feet from students unless required for instructional purposes.
 - faculty will wear a face covering of choice – N95 or KN95 is recommended.
- **Model Clinic**
 - A minimum distance of 6 feet will be maintained for all non-table interactions.
 - Faculty will observe from a minimum distance of six feet unless required for instructional purposes.
 - Clinic models are required to wear face coverings of choice.
 - Students and Faculty will wear N95 or KN95 masks at a minimum. A second mask worn over the respirator mask is recommended to keep the respirator mask clean.
 - Students will replace face masks between sessions or will use a secondary outer mask that is changed between sessions.
 - Students will wear eye protection (face shield or safety glasses) during sessions.
 - Students will wear garments that can be cleaned or changed between sessions.
 - To limit model contact with the facility and items in the facility
 - Students will have a designated work area separated from other areas by a physical barrier.
 - Students will escort their model into and out of the building and limit passage between entrance/exit and designated work area.
 - Students will escort clinic models to and from bathroom facilities if needed.

Personal Protective Equipment (PPE)

Due to the nature of instruction and the activities involved, safe distancing protocols cannot be strictly maintained at all times. Depending on the activity and interaction required, all personnel will be required to wear varying degrees of PPE while at the facility. PPE includes: gloves, goggles, face shields, face masks, and respiratory protection

PPE will be:

- Selected based upon the activity and hazard to the instructor, student or clinic model.
- Properly fitted and periodically refitted, as applicable.
- Consistently and properly worn when required.
- Regularly inspected, maintained, and replaced, as necessary.
- Properly removed, cleaned, and stored or disposed of, as applicable, to avoid contamination of self, others, or the environment.

For the purpose of session work where 6 feet of distance cannot be maintained:

- All students and faculty will be provided with N95 or KN95 respirators/masks. The Institute will provide faculty and students with PPE needed to keep them safe while performing their duties.
- Face shields may also be worn in addition to a respirator/mask.
- Students may choose to wear a gown, apron or other form of protective clothing that can be changed or disinfected between models. Alternately, students will be instructed to change clothes between clinic models and used clothing will be placed in a sealed container and removed from the facility.
- Students will be instructed on the use of protective eyewear.

Proper hand hygiene will always be used when handling PPE and Damaged PPE will be immediately replaced.

Face Masks Specifics:

Face masks or coverings will be provided to all persons at the facility and required whenever in the facility.

This is non-negotiable. Any parties that cannot comply with the mask/face covering requirement will not be allowed entrance to the facility and cannot participate in the training.

- All students and faculty will have N95 or KN95 masks in addition to face shields and/or safety glasses
- KN95 or N95 masks will be used by faculty and students for all hands-on interactions (model sessions or student trades)
- Faculty and students may use surgical or cloth masks during lectures or discussions assuming social distancing will be maintained.
- Students may use surgical or cloth masks when observing lecture-demos provided distancing is maintained.
 - Closer technique observation, within 6 feet, is permitted for brief interaction.
 - Students can individually approach the table but cannot cluster for observation.
 - Students will signal the instructor or verbally request permission to approach the table.
 - Clinic models will be provided with a surgical mask if needed.

Extended Use and Reuse of PPE/Equipment — Disinfecting, Storage and Disposal:

- **Face masks:**
 - **Respirator face masks (KN95/N95):** wear one respirator each day and store it in a breathable paper bag at the end of each shift. The order of use should be repeated with a minimum of five days between each use.
 - Method 1: Fold the removed face mask so that the outer surface is held inward and against itself to reduce contact with the outer surface during storage. Store the face mask in a clean sealable paper bag or breathable container labeled with the user's name.
 - Method 2: While holding by one ear loop, place the mask in a clean paper bag or breathable container labeled with the user's name. Using a paper clip or clothes pin, attach the mask to the top inside edge of the bag by the ear loop.
 - **Surgical face masks:** The recommended usage for surgical face masks is up to one shift or replace when soiled or damaged. When not using it, hang it by its earloop so that the mask itself touches no other surface in a place only the massage therapist will be in, or place the mask in a clean paper bag or breathable container labeled with the user's name.
 - **Fabric face masks:**
 - Fabric face masks will be changed between models, using appropriate hand hygiene.
 - Should be washed after use with every client visit and thrown away if damaged.
 - KN95 and N95 respirators, surgical face masks and protective eyewear may be removed on breaks or for larger gaps in schedule (if appropriate for situation) and appropriately stored, followed with appropriate hand hygiene.
 - At this time, the CDC recommends not to disinfect face masks (surgical masks and respirators) as it will degrade them and potentially allow germs to the inside of the mask.
- **Clothing items (aprons/smocks) that can be surface disinfected:**
 - Disinfect apron/smock while wearing gloves, wipe down or spray with EPA-registered hospital disinfectant solution.
 - Fully air dry before next use.
 - Remove gloves and perform hand hygiene.
- **Protective Eyewear:**
 - While wearing gloves, carefully wipe the inside, followed by the outside of the face shield and/or glasses using a clean cloth saturated with neutral detergent solution, EPA-registered hospital disinfectant solution or cleaner wipe.
 - Wipe the outside of the face shield or glasses with clean water or alcohol to remove residue.
 - Fully dry (air dry or use clean absorbent towels).
 - Remove gloves and perform hand hygiene.
- **Washing PPE:** All fabric face masks and/or washable PPE clothing items and linens need to be washed with detergent and with the hottest water possible and dried on the hottest drying setting possible.
 - CDC recommends using "a temperature of at least 160°F (71°C) for a minimum of 25 minutes is commonly recommended for hot-water washing" and using bleach when possible. Use proper hand hygiene when done handling dirty laundry and disinfect around the openings of the washer and dryer before using.
 - Use caution when drying face masks with nose pieces, they can break in the dryer.

Protocols for Maintaining a Clean & Safe Environment

To provide ease of disinfection and limit contact with items in the teaching environment:

- All items that cannot be cleaned and disinfected will be removed.
- Commonly handled items not pertinent to instruction or used in practical work with models will be removed from the facility.
- **Food and Beverages:**
 - No beverage or food services will be available.
 - Students may bring lunch in their car in a cooler bag, or store it in the refrigerator. However, they will not be allowed to eat on the premises or to use the kitchen facilities beyond refrigerator storage.
 - Filtered water will be available from a dispenser for students and faculty. Hand washing/sanitization will be required prior to contact with the dispenser.
- **Thermometers:**
 - Two thermometers (one for back entrance and one for front entrance) will be stored in separate closed containers in the foyer.
 - Thermometer will be accessed by Covid-19 Supervisor or student for the purpose of temperature screening.
 - Thermometer will be wiped down with a disinfectant cloth after use and box will be wiped down on closing
- **Disposable gloves and face masks:**
 - Separate sealed containers with gloves and face masks will be stored in the foyer.
 - Containers will be wiped down with a disinfectant cloth after access.
- **Workstation supply kit:**
 - Each workstation will be equipped with a storage container holding cleaning/disinfecting supplies, tissues, paper towels, a clipboard and a pen.
 - Students should use gloves to access and use the cleaning supplies or sanitize supplies before returning them to the container
 - The clipboard and pen must be wiped down before being placed back in the container and the container will be wiped down after use.
- **Linens:**
 - Students will store linens off site and bring in a single set for immediate use in a session.
 - Transport of linens will be in a sealed container or closable plastic bag
 - Students will be instructed in protocols for proper use of linens with face cradles
 - Students will be instructed in protocols for removing linens from the table
 - Cloth coverings for bolster and bodyCushions will remain on bolster/cushion until the end of the session.
 - To minimize the possibility of dispersing virus through the air, items should be carefully folded in on themselves during removal.
 - Once removed from the table, linens will be immediately placed in a sealed container or closeable plastic bag.
 - Used linens will be removed from the site prior to or directly upon completion of workspace cleaning.

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[Protocols for Maintaining a Clean & Safe Environment continued.]

- **Massage tables, bolsters and face cradles:**
 - Tables, bolsters and face cradles will be sprayed with disinfectant solution or wiped down with disinfectant cloths immediately after use.
 - Protocols (ie. time dependent surface contact) for disinfectant use will be followed.
 - Bolsters/bodyCushion will be stored on wall hooks when not in use for a session
 - Once used in session, bolsters/bodyCushion will be stored under the table until sanitized and replaced on the wall hook once sanitized.
 - Bolster/bodyCushion coverings will not be removed from bolster/cushion until the area is cleaned post-session.
 - The floor under the table and in the entire workspace will be cleaned after the session using an EPA-registered hospital disinfectant solution.
 - Upon completion of the session, coverings will be removed gently, rolled in upon themselves and placed with other linens in a closed container or bag that can be closed.
 - Face cradles will be stored at the end of the table in the standard slots when not in use for a session
 - The cradle can be placed at the foot end of the table and folded down to not intrude on the workspace
 - Once used in session, face cradles will be stored under the table until sanitized and replaced at the end of the table in the down position.
 - Face cradle coverings will not be removed until the area is cleaned post-session.
 - Coverings will be removed gently, rolled in upon themselves and placed with other linens in a closed container or bag that can be closed.
- Additional session specific protocols for keeping equipment clean will be covered and documented as part of the session technique.
- **Student Personal Items:**
 - Students will be required to keep all belongings not in use in closed containers during sessions or classroom activities
 - Coats may be hung on wall hooks. Wall will be cleaned upon removal of garments.
 - Students may remove footwear for instruction and clinic but footwear needs to be placed in an enclosed container when not in use.
 - If a student leaves footwear on for clinic sessions, footwear must be cleaned/disinfected after the session is complete as part of clean-up protocols/procedures.
 - During sessions, students should limit belongings to those needed for the session or to prevent theft (ie. phones, keys). All other items should be stored off site.
- **Student Personal PPE:**
 - Unused and used PPE should be kept in separate sealed containers if not being re-used.
 - Used PPE should be stored off site if not being cleaned/disinfected for reuse.
 - Exposed PPE will be cleaned/disinfected or changed between model sessions.
 - Only PPE necessary for immediate work at hand should be in the workspace.
 - Clean/unused PPE will be donned in the clean/sanitized workspace after hands have been disinfected/cleaned.

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[Protocols for Maintaining a Clean & Safe Environment continued.]

- **Before starting a session, student will, in the following order:**
 - Bring closed container of clean linens from car and deposit near massage table.
 - Sanitize outside of the bin.
 - Gather clipboard and pen if needed.
 - Gather Model file.
 - Disinfect hands.
 - Put on new overgarments or change clothes (if appropriate)
 - Put on a new outer mask.
 - Disinfect hands
 - Disinfect cocoa butter.
 - Put linens on massage table.
 - Close bin for later use.
 - Greet your model, follow Session Protocol (see: Protocols-Clinic.pdf)
- **Upon completions of a session, student will, in the following order:**
 - Gently remove all linens from equipment, rolling linens in upon themselves, and place used linens in a container or bag that can be closed.
 - Close container
 - Disinfect/wash hands
 - Put on gloves for cleaning (if using gloves)
 - Disinfect contact points for carrying linen container
 - Disinfect cocoa butter
 - Disinfect bolster, bodyCushion, face cradle, table
 - Disinfect wall if clinic model garments were hung on wall hooks
 - Hang up bolster/bodyCushion on wall hooks
 - Put face cradle back at end of table
 - Disinfect floor of workspace
 - Disinfect gloves and all cleaning supplies that were touched.
 - Remove any PPE that will not be reused and place in container or bag that can be closed (may be same container as linens)
 - double mask if using
 - over garments if using
 - Remove and clean ppe that can be reused (face shield, apron, safety glasses)
 - Store cleaning supplies and disinfect outside of storage container.
 - Disinfect/wash hands
 - Remove linen and used PPE container from facility
 - Disinfect/wash hands
 - Change into new KN95/N95 mask outside if not double masking
 - Disinfect hands after removal of and putting a used mask into the container and before obtaining/putting on a new mask.
- **Facility Sanitation:**
 - Floors will be mopped between sessions using a disinfectant surface cleaner
 - Floors will be mopped at the end of all non-clinic days using a disinfectant surface cleaner.
 - All door knobs, stair railings and high-touch surfaces will be disinfected at the end of each teaching day and clinic day.
 - Hand sanitization will be required on entrance and prior to exit of the facility and signage will be posted to promote usage.

Personal Hygiene Protocols

- To promote personal hygiene, the following will be provided: tissues, no-touch trash cans, hand soap, alcohol-based hand rubs or sprays containing at least 60 percent alcohol, disinfectants, and disposable towels.
- Students are encouraged to provide their own gloves to protect their hands from disinfectant products used for cleaning work stations.
- Regular hand washing and use of alcohol-based hand rubs or sprays will be required.
 - Session specific protocols for keeping hands clean will be covered and documented as part of the session technique.
- Hand washing will be required before and after all student/model interactions and all student exchanges.
- Handwashing signs will be posted in restrooms.