

Soma Institute of Structural Integration®

General Operations

Covid-19 (SARS-CoV-2) Protocols & Procedures

Basic Prevention Measures

- All visitors to the Soma Institute will be instructed to stay home if sick or experiencing symptoms.
- Clinic models that are high risk or with underlying conditions that lead to a suppressed immune system may not receive treatment until further notice.
- Respiratory etiquette will be practiced, including wearing face masks at all times while in the facility and covering coughs and sneezes.
- Frequent and thorough hand washing will be promoted by providing instructors, students, and clinic models with a place to wash their hands.
 - If soap and running water are not immediately available, alcohol-based hand rubs or sprays containing at least 60% alcohol will be provided/utilized.
- Tissue and trash receptacles will be provided.
- The Institute will adhere to the guidelines presented by the WA State Department of Health, WSMTA, OSHA and CDC regarding physical distancing and mask wearing and size of gathering.
- A minimum 6-foot distance will be maintained between all persons unless required for bodywork demonstration/instruction or practical training
- Masks/face coverings will be worn at all times in the facility unless removal by the clinic model or bodywork recipient is required for the purpose of receiving bodywork.
- Instructors, students and clinic models that cannot wear a mask or face covering cannot participate in the training.
- Model clinic times will be staggered and spread across several days to limit the number of people in the facility.
 - Model appointments will be in two week intervals.
- Physical barriers will be used to separate work areas.
- Appropriate personal protective equipment will be provided to and required of all students and instructors.
- Personal equipment at the facility will be kept to a minimum and there will be no sharing of equipment unless thoroughly sanitized before and after use.
- Regular housekeeping practices will be maintained, including routine cleaning and disinfecting of surfaces, equipment, and other elements of the teaching environment.
 - All chemicals and methodology will follow EPA approved guidelines.
- Per regulation, the Soma Institute 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 the WA State Health Department.

Implementation of Safety Controls:

Safety controls allow for systematic removal of hazards and remove reliance on people to reduce their exposure. The Soma Institute will implement both engineering/environmental controls and administrative controls.

Engineering/Environmental Controls:

The following controls will be implemented to reduce or minimize exposure to Covid-19:

- High-efficiency air filters will be used to reduce exposure in the teaching/clinic areas.
- Fans will be used to increase ventilation rates – they will be placed to move air but not increase exposure to people on site.
- Physical barriers will be used to isolate student/model workgroups from each other and to limit the number of people in a single space.
- Physical containment will be used to isolate all materials used by students for clinic purposes:
 - All sheets and fabric items will be placed in sealed containers after use.
 - Masks will be placed in sealed or closed containers or discarded once used.
 - Disposable equipment will be placed in covered trash receptacles that are removed as part of the sanitation protocols.

Administrative Controls:

The following controls will be implemented to modify behavior in order to reduce or minimize exposure to Covid-19:

- Sick instructors, students or models will be required to stay home.
- Contact amongst all visitors will be minimized:
 - Teaching groups will follow required social distancing guidelines.
 - Model visits will be staggered to limit contact during entry and exit from the facility and to limit the number of people on site at any time.
 - Model/student pairs will be isolated using physical barriers.
 - Instructors will limit the number of groups being supervised at once.
- A Covid-19 Site Supervisor will be present and available at the Institute during all training hours.
 - The supervisor will monitor the health and safety of instructors and students.
 - The supervisor will enforce the Covid-19 safety protocols and will keep the plan current with respect to Covid-19 guidelines.
- Protective behaviors and systems will be put in place to support a safe training environment.
- All students and instructors will be given up-to-date education and training on COVID-19 risk factors.
 - Students and instructors will be trained in the use of PPE – how to put it on, use/wear it, and take it off correctly, including in the context of their duties.
 - Students and instructors will be trained how to clean, disinfect and maintain reusable PPE.
 - Students and instructors will be trained on sanitation/sanitization protocols for practice in the clinic.
 - Students will be provided with documentation to support safety training and will be required to practice prior to beginning work with models.
 - Safety training will occur on the first day the Institute re-opens for instruction.
 - Safety training will be repeated on a weekly basis per requirements of the Workforce Training Board.
 - Attendance will be recorded by the instructor at all safety trainings.

Safe Operating Practices

The following procedures will be implemented for safe and proper work used to reduce the duration, frequency, or intensity of exposure to Covid-19 (SARS-CoV-2):

- To promote personal hygiene, the following will be provided: tissues, no-touch trash cans, hand soap, alcohol-based hand rubs containing at least 60 percent alcohol, disinfectants, and disposable towels.
- Regular hand washing and use of alcohol-based hand rubs will be required.
- Hand washing will be required before and after student/clinic model interactions/sessions.
- Handwashing signs will be posted in restrooms.
- Signs promoting safe and healthy behaviors will be posted in prominent areas of the teaching facility:
 - Stay home if sick or with symptoms.
 - Maintain physical distance.
 - Wash or disinfect hands frequently.
 - Masks are required and guidelines for safe usage.
- Students and instructors will be provided with a system for maintaining/differentiating “clean” vs “dirty” areas for activity.

Policies and Procedures for Prompt Identification and Isolation of Sick People, if Appropriate

- Prompt identification and isolation of potentially infectious individuals will be employed to protect all visitors to the teaching site.
- All visitors will be encouraged to self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure.
- All persons entering the facility will complete a screening questionnaire regarding symptoms and lifestyle/activity prior to each visit to the facility.
- All instructors and students will report when they are sick or experiencing symptoms of COVID-19 to the Institute as soon as possible.
- All clinic models will be requested to report when they are sick or experiencing symptoms of COVID-19 to the Institute as soon as possible.
- People exhibiting signs and/or symptoms of COVID-19 on site will be instructed to leave the teaching site and to self-quarantine. A COVID-19 test will also be recommended and a negative result will be required before re-admittance to the facility.

Accommodations and Protections in the Case of Infection

- Sick instructors, students or models will be told to stay home.
- Students that are sick will be assisted in determining a schedule to complete missed instruction/activities.
- Students that need to miss school to assist with sick family members will be assisted in determining a schedule to complete missed instruction/activities.
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Response Protocol and Recovery Plan in the Event of Exposure to Covid-19:

Response protocols will vary depending on who has been exposed (model, student, or instructor) and timing of notification of exposure (teaching weekend vs clinic weekend and day of exposure).

To support response protocols and notification, a log will be kept of all people in attendance at the institute on a given day. For any given day the following will be recorded:

- Date
- Name
- Role
- Time in
- Time out
- Comment
- Temperature

For all people who attend the institute, a record of telephone number and email address will also be kept to allow for notification. Additional information will also be collected to support contact tracing requirements such as:

- Address
- Race
- Gender
- Age

The institute will use the following protocol in the event of exposure to a person who has been confirmed or suspected as positive for Covid-19:

If any instructor or student is confirmed or suspected Covid-19(+):

- The instructor or student will self-isolate and follow return protocols (see below).
- All other persons (instructors, students, clinic models) in contact with the confirmed/suspected individual are considered Status Unknown.
- Status Unknown individuals will be notified immediately.
- Status Unknown students and instructors will perform an exposure risk assessment (see below)
 - High risk individuals will:
 - Self-quarantine for 14 days
 - Monitor for signs and symptoms
 - Return if no signs/symptoms or two negative test results with at least 72 hours between test are confirmed
 - Low risk individuals will:
 - Monitor for signs and symptoms
 - Continue to attend scheduled classes/clinic sessions
- If signs/symptoms appear in a Status Unknown student or instructor:
 - They will self-isolate when symptoms first appear or a positive test result is confirmed
 - They will follow return protocols
- Status Unknown clinic models will be provided with guidance on risk assessment and return protocols.
 - High risk clinic models will not be allowed to return to the Soma Institute until two negative test results with at least 72 hours between tests are confirmed or sufficient sign/symptom free time has elapsed.

[Continued on next page.]

[Response Protocol and Recovery Plan in the Event of Exposure to Covid-19 continued.]

If a clinic model is confirmed or suspected positive with Covid-19(+):

- All other persons (instructors, students, clinic models) in contact with the confirmed/suspected individual are considered Status Unknown.
- Status Unknown individuals will be notified immediately.
- Status Unknown individuals will follow the protocol listed above.

If a household member of an instructor, student or clinic model is confirmed or suspected positive with Covid-19(+):

- The instructor, student or clinic model is considered Suspected Covid-19 positive.
- The instructor, student or clinic model will:
 - Self-quarantine for 14 days.
 - Monitor for signs and symptoms.
 - Return if no signs/symptoms or two negative test results with at least 72 hours between tests are confirmed.
- All other persons (instructors, students, clinic models) in contact with the instructor, student or clinic model are considered Status Unknown.
- Status Unknown individuals will be notified immediately.
- Status Unknown individuals will follow the protocol listed above.

To identify individuals who will need to be contacted, the Soma Institute will use the daily attendance log and an assessment of contact risk.

- All individuals present at the Institute at the same time or after on the same day will be notified.
- Assuming overlap in instructors and students, all individuals present at the Institute on subsequent days of the same training weekend will also be notified.
- The assessment of high or low risk for individuals and the facility will be delineated.
- Any individuals identified with a high-risk assessment will be notified as such and provided with appropriate guidance.

Risk Assessment and return will be considered as follows for Status Unknown Individuals:

<u>Status Unknown Individuals</u>			
	EXPOSURE	PPE USED	Return Restrictions
LOW RISK	No prolonged close contact to person with Covid-19 (>15 min, within 6 feet) Other exposure with Covid-19 individual	Appropriate PPE worn	No return restrictions Continue wearing appropriate PPE Monitor for signs/symptoms of Covid-19
HIGH RISK	Prolonged close contact to person with confirmed Covid-19 (>15 min, within 6 feet)	Appropriate PPE NOT worn	Exclude from return for 14 days from last exposure Monitor for signs/symptoms of Covid-19 If no signs/symptoms, return after 14 days, use appropriate PPE If signs/symptoms develop arrange for test and contact physician

Return for confirmed or suspected cases of Covid-19 where self-quarantine has occurred will consider the following guidance, based on symptoms and test results:

Return Guidance Based on <u>Symptoms</u> for Confirmed or Suspected Covid-19 Individuals			
Type	Clinical Presentation	Minimum days in self-quarantine	Return Criteria
Symptomatic	Mild to Moderate illness and not severely immunocompromised	At least 10 days since symptoms first appeared	<ul style="list-style-type: none"> • At least 72 hours since last fever without use of fever reducing medication • Improved symptoms
	Severe to critical illness or severely immunocompromised	At least 20 days since symptoms first appeared	<ul style="list-style-type: none"> • At least 72 hours since last fever without use of fever reducing medication • Improved symptoms
Asymptomatic	Not severely immunocompromised	At least 10 days since first positive viral diagnostic test	N/A
	Severely immunocompromised	At least 20 days since first viral diagnostic test	N/A

Return Guidance Based on <u>Test Results</u> for Confirmed or Suspected Covid-19 Individuals	
Type	Return Criteria
Symptomatic	<ul style="list-style-type: none"> • Resolution of fever without use of fever reducing medication • Improved symptoms • Negative results of FDA authorized COVID-19 RT-PCR tests from at least two consecutive specimens collected \geq 72 hours apart.
Asymptomatic	<ul style="list-style-type: none"> • Negative results of FDA authorized COVID-19 RT-PCR tests from at least two consecutive specimens collected \geq 72 hours apart.

Additional Considerations in the Event of Exposure to Covid-19

- In all situations of confirmed or suspected Covid-19 infection, the Institute will duly notify health authorities -- state of WA Health Department and King County Health
- If health authorities request model or student contact information, it will be provided (as allowed by HIPAA relative to medical emergency situations). If a model does not wish their information to be included they are to notify the Institute at the time exposure notice is delivered and prior to the Institute reporting to health authorities.
- The Institute will provide clinic models instructions/guidance of what to do. In addition the student and Institute will implement appropriate sanitation guidelines.
- Depending on the severity of exposure or number of parties infected, the Institute may halt operations. Return protocols listed above will be utilized to determine when the Institute can safely re-open.
- Any areas occupied by the person who was confirmed Covid(+) will be closed off if not already cleaned/disinfected.
 - Doors, if not already open, will be opened to increase circulation in the area.
 - Room fans and HVAC systems will be turned off so that particles do not circulate throughout the facility.
- If appropriate/possible, the facility will wait up to 24 hours before cleaning/disinfecting the workspace that was occupied by the Covid(+) person.
- All areas used by the person who tested positive for COVID will be cleaned and disinfected.
- A professional cleaning company may be contacted to clean the area the Covid(+) individual was in or to advise if time has passed since the Covid(+) individual was in the space and notification was made.
- All flooring will be mopped with EPA approved disinfectant once the workspace is empty.
- If it has been more than 7 days since the person who tested positive for COVID visited or used the facility, additional cleaning and disinfection is not necessary.
- Routine cleaning and disinfection will continue, including everyday practices the facility normally uses to maintain a healthy environment.