

This document outlines the protocols for Jack Ashley Digital Health Hub Practical sessions including access and egress.

It does NOT cover the broader building usage or reception; this will be agreed within PHaB and researchers.

This document comprises 3 parts:

- 1) **Jack Ashley Digital Health Hub (JA DHH)**
- 2) **Overarching FMHS Clinical skills SOP as agreed by the working group and submitted to Faculty review group**

1. **JA DHH Practical (In-situ) Teaching**

- a. The building has one entrance and one exit point.
- b. NO STUDENT MAY ENTER UNLESS A FACE SHIELD (VISOR) IS WORN. This must be placed over the face before entering the main door to the Jack Ashley building.
- c. Access to the room requires that students pass through the lobby at ground floor and proceed up the stairs to a card access door and then a corridor to the first floor where the JA DHH is located. All students may only enter the **lobby of the building** when invited to do so by the lecturer in charge of the teaching session (lecturer must clean the doorknobs following the last student through all doors).
- d. All users will stay **left** in corridors and staircases and may only enter the staircase if no other person is either ascending or descending.
- e. All users to stay 2 metres apart (as far as possible) and do not touch the handrails or walls while ascending or descending.
- f. Radiography students will be allocated a group for the practical sessions and they will remain within that group for the duration of the teaching that will take place while this protocol is in place.
- g. Full PPE will be provided for all in-situ teaching sessions as required by the activity. For the purposes of teaching in the JADHH where image viewing is the task, **face shields must remain in place at all times** and a face mask will be needed if the activity requires less than one metre distance between participants – this will be extremely rare for image viewing tasks.
- h. Students will be allocated their own personal face shield (visor), which they will be responsible for cleaning and maintaining.
- i. Students should only be attending the JADHH for their scheduled practical teaching session and then must leave the building swiftly as guided by the lecturer. No lingering around entrances will be allowed and strict time schedules that will be given to students must be observed and maintained.
- j. There will be no facilities for eating and no drinking is allowed in the JADHH. Toilet facilities will NOT be available to students in the Jack Ashley Building for the short image interpretation/ commenting sessions.
- k. The door to the JADHH must remain **closed** throughout the teaching session and cross ventilation of the room must be achieved via windows on two sides of the room (windows MUST be opened). The air conditioner/ air heater **MUST REMAIN OFF** for the duration of all teaching sessions in the JADHH.

- l. Sanitizer stations will be available at entrance and exit points to the building, at the beginning and end of staircases, in teaching rooms, toilets, and lockers rooms.
- m. The chairs in the JADHH are of a porous material that may be considered vectors for infection – these will need to be covered with a plastic aprons/ wipeable sheeting or changed for wipeable seating for the teaching sessions.

Timetabled considerations:

1. Students should only be timetabled for a maximum of 2 hours (including cleaning regimes) as there is no communal space, eating, drinking or toileting provision.
2. Students will be allocated to a group and should always be timetabled in that group ONLY – there is no provision for swaps or changed sessions.
3. Each student will be advised of their arrival time to the JADHH and the start of their in-situ teaching session.
4. Each Group will have staggered arrival and finish times so students can enter and exit accordingly and to minimise the number students moving through the building at any point.
5. Group sizes will need to be substantially adjusted to ensure appropriate social distancing. A maximum of 18 to 20 students in each group can be scheduled to start at the same time in the JADHH (one student per dual monitor station).
6. The teaching sessions will need to include the time to complete the wipe down of furniture and equipment prior to the group starting the session and again when leaving the room. **EACH group MUST clean at the start of the session and the end of the session.**
7. Staff and students will be wearing PPE (face shield and when needed face mask under the face shield) but social distancing should be maintained as much as possible.
8. The lecturer should maintain a full 2 metres at all times and there should be minimal interaction by the lecturer with the student groups as far as possible. If closer interaction is needed in an emergency situation then full PPE such as gloves and an apron must be available for quick donning.