

COVID-19 Practicum and Capstone

Preceptor Site Approval Form

Instructions: The Colorado School of Public Health prioritizes the health and safety of our students. Given the current COVID-19 pandemic, we are requiring the following document be completed and signed by preceptors as a part of the practicum or capstone application process. Please read the following information, answer the questions, and sign. If you have any questions, please contact Mary K. Dinger, PhD, Faculty Director of Practice-based Learning (mary.dinger@cuanschutz.edu).

1. To better ensure the safety of students and others during this pandemic, we as a School of Public Health, strongly encourage students to engage in practicum and capstone activities remotely versus in-person. Will this student be engaging in activities **remotely**? Yes No

If you answered yes, please know that the student will be asked to notify the course instructor and obtain approval from the Associate Dean for Academic and Student Affairs regarding any changes from remote to in-person practicum or capstone activities.

Please answer the questions below if the student will be in-person for practicum or capstone activities.

2. Our agency will comply with all state and local public health orders and recommendations during the tenure of this student's **in-person** practicum or capstone activities at our site. Yes No

If you answered no, please briefly explain:

3. Our facility has a protocol in place to reduce exposure to COVID-19 by requiring face coverings on all clients, staff, and/or students: Yes No

If you answered no, please briefly explain:

4. Our facility has a response plan in place in the event that a potential exposure to COVID-19 occurs involving clients, staff, and/or students: Yes No

If you answered no, please briefly explain:

5. Infection control and decontamination processes are in place to mitigate spread of COVID-19 at our facility:

Yes No

If you answered no, please briefly explain:

6. Physical space in our facility is adequate to host students while still maintaining safe social distancing:

Yes No

If you answered no, please briefly explain:

7. During the pandemic, CU Anschutz has strict policies for students regarding off-campus school-related educational activities and travel, which includes practicum or capstone (even if travel is funded by a government grant, foundation, company, or other university). Exceptions are given for practicum or capstone educational activities and travel to a preceptor site however, any activities or travel beyond the preceptor site to other communities/sites will only be considered in extraordinary cases. Exceptions will require the approval of the ColoradoSPH Associate Dean for Academic and Student Affairs. For additional information regarding educational activities or travel considerations outside of the preceptor site, please contact the instructor. **Will the student be asked or required to engage in activities/travel outside of your facility/site?** Yes No

If yes, please provide the student and course instructor a detailed plan of educational activities or travel away from the preceptor site (including specific days and locations for these activities). This plan will need to be approved by the ColoradoSPH Associate Dean for Academic and Student Affairs.

If no, please know that the student will be asked to notify the course instructor and obtain approval from the Associate Dean for Academic and Student Affairs regarding any changes in location or travel (beyond the preceptor site) for in-person practicum or capstone activities.

8. I agree that the practicum or capstone student will be considered “non-essential personnel” and will not be required to physically report to the site if access to the site is not possible due to state and/or local public health orders: Yes No

If you answered no, please briefly explain:

Preceptor Printed Name

Preceptor Title

Preceptor Signature

Site/Agency

Date

**COVID-19 Practicum and Capstone
Student Form**

Instructions: The Colorado School of Public Health prioritizes the health and safety of our students. Given the current COVID-19 pandemic, we are requiring the following document be completed and signed by students as a part of the practicum or capstone application process. Please read the following statement, answer the questions, and sign. If you have any questions, please contact Mary K. Dinger, PhD, Faculty Director of Practice-based Learning (mary.dinger@cuanschutz.edu).

Recognizing that Colorado School of Public health students may need to engage in **public health practice activities (e.g., any in-person engagements with community partners; facility or site visits) occurring off-campus**, the information that follows addresses the clearance process and rules to be followed to ensure student safety and health during the COVID-19 pandemic.

Please note that if at any time you as a student are concerned that public health practicum or capstone activities may place you or others at increased risk of contracting COVID-19, please discuss these concerns with your preceptor and instructor (including possible accommodations and alternatives). If you are on-site actively engaged in public health activities for your practicum or capstone and become concerned that you or others are at increased risk of contracting COVID-19, remove yourself immediately from the situation and discuss with your preceptor and instructor. To better ensure the safety of students and others during this pandemic, we as a School of Public Health, strongly encourage students to engage in practicum and capstone activities remotely versus in-person.

1. Will you be engaging in practicum or capstone-related activities **remotely for your preceptor site?**

Yes No

If you answered yes, you agree to notify the course instructor and obtain approval from the Associate Dean for Academic and Student Affairs regarding any changes from remote to in-person practicum or capstone activities. I agree I do not agree

2. I will also comply with all CU Anschutz and the Colorado School of Public Health regulations and procedures to protect myself, our School, our campus, and our community. Yes No

CU Anschutz regulations and procedures include:

- For **in-person** practicum and capstone activities on the CU Anschutz campus **AND** in the community: Completing the CU Anschutz attestation form (<https://covidcheckpoint.cuanschutz.edu/>) and check-in (on-campus only) each day; **For students going into the community, use steps 1-3 below for completing the form.**
 1. Choose **University login (Faculty, Staff, Students)** and begin answering the questions.
 2. For the question, *What is your planned check-in location?* - select **Campus Services**.
 3. For the question, *What CU Anschutz owned or leased building are you going to AS YOUR PRIMARY SITE LOCATION TODAY?* – select **Off-Campus Location**.
- Submitting the CU Anschutz self-report form if I experience COVID-19 symptoms, are awaiting test results, or believe I may have been exposed (https://ucdenverdata.formstack.com/forms/covid_form_copy)
- Obtaining a COVID-19 test if I believe I may have been exposed ([Colorado community testing sites](#));
- Adherence to CU Anschutz requirements for quarantine (<https://covid19.colorado.gov/how-to-quarantine>) or isolation (<https://covid19.colorado.gov/how-to-isolate>) in the event of documented exposure or suspicion/evidence of disease
- Contacting my preceptor and course instructor to communicate that I may have been exposed.
- Full cooperation with contact tracing efforts conducted by CU Anschutz, State/Local Public Health, or CDC

Please answer the questions below if you will be in-person for practicum or capstone activities.

3. I will comply with all state and local public health orders and recommendations during the tenure of my in-person practicum or capstone activities at the preceptor site. These include use of mask wearing, physical distancing, daily health checks, self-reporting, participation in contact tracing, frequent hand washing and/or sanitizing, and staying home when sick. Yes No

If you answered no, please briefly explain:

4. I have obtained documentation or verbal clarification of COVID-19 protocols (mask use; decontamination of facility; social distancing; potential COVID-19 exposure) for my preceptor site: Yes No

If you answered no, please briefly explain:

5. During the pandemic, CU Anschutz has strict policies for students regarding off-campus school-related activities and travel, which includes practicum or capstone (even if travel is funded by a government grant, foundation, company, or other university). Exceptions are given for practicum or capstone educational activities and travel to a preceptor site however, any activities or travel beyond the preceptor site to other communities/sites will only be considered in extraordinary cases. Exceptions will require the approval of the ColoradoSPH Associate Dean for Academic and Student Affairs and will only be considered if a detailed plan of educational activities or travel away from the preceptor site (including specific days and locations for these activities) is provided to the course instructor. Please contact your instructor with any questions. **I understand the above information and will discuss with my preceptor and instructor and obtain approval for any activities or travel that extend beyond my preceptor site:** Yes No

PLEASE NOTE: Adherence to all state, local, and CU Anschutz requirements and guidelines related to COVID-19 prevention is considered an aspect of Professional Conduct addressed in the ColoradoSPH Honor Code. Violations of these protocols may result in immediate consequences and honor code proceedings.

Student Name

Student Signature

Date