

# **Westwood College Pandemic Influenza Plan**

**Summary  
September 2009**

**Pandemic Plan Overview**

## Introduction

The United States continues to report the largest number of novel H1N1 cases of any country worldwide, however, most people who have become ill have recovered without requiring medical treatment, and most symptoms have been relatively mild. This illness, however, poses a significant threat to high risk populations. The novel H1N1 virus, in conjunction with regular seasonal influenza viruses, poses the potential to cause significant economic and social disruption due to high absenteeism and illness.

Westwood's Pandemic Plan is designed to deal with ALL levels of pandemic, up to and including the most severe. Current information suggests that the current H1N1 pandemic will not reach beyond Level 3, so this Pandemic Plan has been designed to be scalable to the current situation at each campus.

The Center for Disease Control recommends early introduction of interventions, including taking steps toward social distancing, minimizing public assemblies, and other actions in order to slow the spread of the virus. This plan implements these recommendations.

## **Shared Responsibility**

Individuals have an important role in protecting themselves and their families.

- Stay informed. Campus officials will provide additional information as it becomes available from the local health department as well as federal agencies.
- EVERYONE should take these steps to protect your health and lessen the spread of this new virus:
  - Cover your nose and mouth with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it.
  - Wash your hands often with soap and water, especially after you cough or sneeze. Alcohol-based hand cleaners are also effective.
  - Avoid touching your eyes, nose or mouth. Germs spread this way.
  - Try to avoid close contact with sick people.
  - If you are sick with a flu-like illness, stay home from the onset of symptoms until 24 hours after the last fever of 100F degrees or more. This is to keep from infecting others and spreading the virus further.
  - Follow public health advice regarding social distancing and avoiding crowds.

**Social Distancing:** Westwood Campuses may implement social distancing measures in the event of an outbreak in the local area or on campus, which may mean cancelling or suspending social events, but it will attempt to maintain basic systems and functions. Campus or location closures will be a last resort, but will be implemented if required by a government entity or at the direction of the Westwood College system president.

**Communications:** Westwood College has existing communications resources that can be mobilized for quick response in the event of a Pandemic Influenza emergency. These include use of the Westwood Colleges homepage, the campus EdLine website, and local media stations which are additional assets available to support the communications plan. Every effort will be made to keep the campus community informed of all the latest guidance or changes.

**Academic Programs:** To the extent possible, academic continuity will be ensured by campus academic deans and program directors. These efforts will be guided by Central Administration Academic Affairs in coordination with Regulatory Affairs to ensure the integrity of our educational programs is maintained.

**Administrative Services:** Relevant policies and procedures related to faculty and staff will be coordinated by Human Resources. Any specific concerns or self-identification of high-risk individuals should be made directly to your direct supervisor and appropriate field HR representative.

**Pandemic Flu Action Levels:** As the disease progresses and becomes more widespread, the danger to the campus community will correspondingly increase. The planning and responses are designed according to the following action levels. The progression of these levels may occur rapidly and may be altered due to the nature of the pandemic outbreak or recommendations of county, state, or federal authorities. A brief overview of these action levels is provided below:

Level	Indicators	Campus Response
Green	Pre-incident planning and Preparations	Business as Usual: Emergency contact information for students highly encouraged, communication methodologies introduced. Everyone is encouraged to practice protective hygiene measures (hand washing, covering your nose if you sneeze, etc.).
Yellow	Increasing levels of human to human transmission, surveillance by CDC	Business as Usual: Health education processes underway, enhanced planning. Students, staff, and faculty are encouraged to continue to practice protective hygiene measures.
Orange	Verified cases in the vicinity and one triggering event such as falling class attendance, escalating employee absenteeism.	Social Distancing measures, possible cancellation of social activities and non-required functions. Additional protective measures may be introduced.
Red	Verified cases occurring on campus	Social distancing, possibility of alternative methods of instruction for affected students. All non-essential activities cancelled.
Black	Public declaration of emergency closing of campus facilities	Campus or administrative location closed at the request of County Health Dept, State officials, or Westwood system president
Recovery	Location can reopen	Campus resumes normal operations