**Breach of Physical Distancing Protocols**

Use this form if your protocol will require Breach of Physical Distancing during the implementation of your research. This form should accompany New COVID-19 Research Resumption Applications (Phase 2 or Phase 3 or Field Safety Forms) or a Request To Revise of an Approved RSC COVID-19 Protocol that will add Breach of Physical Distancing into the modified protocols.

**Breach of Physical Distancing** occurs when two or more individuals come in close contact (< 2 m) with one another. Breach of physical distancing should be avoided as much as possible. However, when breach of physical distancing is necessary to conduct research, RSC can approve breaches that are Planned, Controlled, Use Personal Protective Equipment (PPE) and are Time Limited.

* Planned
	+ Breaches are scheduled ahead of time and all individuals involved in the planned breach are made aware of the safety procedures associated with the breach
* Controlled
	+ One individual or an observer is given responsibility to manage the breach, ensure safety procedures are met, time the event and log the event
* Personal Protective Equipment
	+ Each individual must have medical grade surgical mask and eye protection (safety glasses, safety goggles or face shield). Enhanced PPE may be required as an added safety measure when breaches exceed 15 minutes total duration.
* Time Limited
	+ The maximum time of breach is determined before hand and the contact is discontinued after the pre-determined time. As a first principle, RSC requests that all planned breaches are limited to <15 minutes cumulatively experienced by an individual over 24 hours. Where breaches exceed 15 minutes, special safety procedures are required. See “Guidelines to mitigate COVID-19 Risks during planned breach of physical distancing exceeding 15 minutes” for further guidance.

For more information, please consult “***Guidelines to mitigated COVID-19 Risks during planned breach of physical distancing exceeding 15 minutes***”.

Please provide as many details as you can regarding planned Breach of Physical distancing in the spaces below.

**Section i: General Information**

**Name of Faculty/Researcher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Faculty: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Approved RSC Protocol #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*(RSC Protocol Number)*

**Section ii: Locations where Planned Breach will Occur**

**Building: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Room(s) #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Off Campus Location?** [ ]  Yes [ ]  No

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Section iii: What UW personnel will be involved in planned breaches?**

[ ]  Faculty [ ]  UW Staff [ ]  Post Doctoral Fellow [ ]  Graduate Student [ ]  Research Assistant

[ ]  Undergraduate Student [ ]  Other **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**1) Names of lab members/personnel who will be involved in planned Breach of Physical Distancing:**

*(The identified lab members must already be listed on your Research Resumption protocols, otherwise submit a Request-to- Revise form to add new members to your existing Research Program in conjunction with this application.*

**2) Among the personnel identified in Question 1, or if using a 3rd party observer(s) not involved in the breach, who will given primary responsibility for observing and controlling the breach?**

**3) Will the maximum duration of the breach exceed 15 minutes?** [ ]  Yes [ ]  No

*The maximum duration refers to the total cumulative time of physical breach experienced by an individual over a 24 h period. \*\*\*Breach of Physical Distancing exceeding 15 minutes is considered High Risk, please consult “****Guidelines to mitigated COVID-19 Risks during planned breach of physical distancing exceeding 15 minutes****” for additional safety measures required when planned breaches exceed 15 minutes cumulative duration. If you indicate Yes, be sure to fill out Section ix of this appendix.*

**Section iv: Human Participants**

**4) Will planned Breaches involve human participants?** [ ]  Yes [ ]  No

*(If Yes fill out 3a-3j; if No proceed to Question 4)*

**4a) Cleared REB Protocol: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** [ ]  In Development.

*(All research involving human participants must obtain Ethics clearance prior to implementation. If you are adding new protocols and safety conditions related to human participants with this form to an existing REB project, you must submit a request to revise your REB protocol* ***after*** *RSC approval of safety protocols).* ***Please see the mandatory COVID19 consent amendment that must be used with all human participants involved in face-to-face in-person data collection which involves breach of physical distancing either on or off-campus.*** ***The form is attached to at the end of this appendix.***

**4b) How many participants in total will be recruited for the study? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**4c) How many participants (3e) will be involved in Breach of Physical Distancing? \_\_\_\_\_\_\_\_**

**4d) How many participants will access UW campus on a given day ? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**4e) Where will the participants be recruited from?**

[ ]  UW Faculty/Staff [ ]  UW Graduate Students [ ]  UW Undergraduate Students

[ ]  Windsor-Essex Community [ ]  Other **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**4f) Are participants at special risk for COVID-19 transmission?** [ ]  Yes [ ]  No

*I.e. based on age demographics, immunocompromised individuals or other features that make them more vulnerable compared to the general population?*

**4g) How will participants be informed of safety procedures involving Breach of Physical Distancing?**

*Briefly explain the approach to participant training*

**4h) How will participants gain access to UW building?**

*i.e. will participants be met at building entrance and guided to the research room? Will they be escorted out of the building afterwards?*

**4i) What steps will be taken to ensure participants do not come in contact with one another prior to testing?** *i.e. will participants be scheduled at different times? Will there be waiting facilities to accommodate multiple participants? If so how will they be kept physically distanced, will this be monitored, what are the cleaning procedures for seats in waiting areas etc. Note that RSC encourages placing limits on the number of participants observed in a day in order to reduce cumulative duration of breach of physical distancing to research personnel.*

**4j) How will PPE be provided to participants?**

*The PI is responsible for dispersing required PPE to the participant. Please describe where and when the PPE will be dispersed, e.g. at the building entrance, prior to entry into the laboratory ect.*

**Section v: Planned Breaches**

**5) Describe the procedures associated with the planned physical distancing breaches and nature of between-individual interactions.**

*(Use this space to describe the main purpose of the planned breach, whether or not the individuals come into physical contact with one another and the major steps of the process).*

**6) Describe how you will schedule the planned breach of physical distancing events**

*How will individuals be notified of the planned breach beforehand? Will anybody else be notified ahead of time of the scheduled breach? E.g. PI notification in addition to research personnel controlling the breach, Faculty or central facility managers who have access to the shared space, Dept. Heads or other.*

**7) Describe how you will review safety procedures with individuals prior to initiating the breach event.**

**Section vi: Duration of Physical Distancing Breach**

**8) What is the maximum duration of planned breach of physical distancing experienced by any individual over a 24 h period? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**9) Will all individuals identified in this document experience the maximum breach duration or only a subset?** [ ]  Yes [ ]  Only a subset of individuals experience the max breach time

**10) How did you arrive at this duration(s) estimate?**

*Please outline any and all steps taken to minimize the total duration of breach of physical distancing.*
*What fraction of the listed personnel have breaches over 15 mins vs less than 15 minutes? Please list each personnel (or groups of), durations and efficiency steps taken.*

**Section vii: Controlling the Breach**

**10) How will the breach of physical distancing event be monitored?**

*A designated personnel in charge of monitoring the breach should ensure that safety procedures are being maintained, they should time the interaction and they should halt the interaction in case of failure to comply with safety or exceeding the maximum allowable time of the breach*

**11) How will each breach of physical distancing event be logged?**

*A logbook should be maintained to indicate date and time of breach event, individuals involved in the breach and total time of the breach. For breaches involving participants, additional measures protecting participant privacy information may be required as informed by the REB. Please add additional details to be logged for enhanced safety measures in cases of Breaches exceeding 15 minutes, e.g. logging of WECU community local statistics of Covid-19 7 day average case rates and RO* [*https://www.wechu.org/cv/local-update*](https://www.wechu.org/cv/local-update) *as described in Section ix).*

**12) What is the intervention procedure should a breach of physical distancing event need to be terminated?**

Describe signalling procedures (e.g. timer alarm), visual signal by observer to break contact or other command

**Section viii: Personal Protective Equipment (PPE) and Hygiene Measures**

**13) What types of Personal Protective Equipment will be used by individuals involved in the breach?**

*(UW Health and Safety policy requires any individuals in a shared research space wear 3-ply medical grade mask and eye protection. Planned breaches <15 minutes can use this minimum PPE. Breaches exceeding 15 minutes should consider enhanced PPE as recommended by “Guidelines to mitigate COVID-19 Risks during planned breach of physical distancing exceeding 15 minutes).*

**14) Will N95 Respirators or Equivalent Be Used?** [ ]  Yes [ ]  No

*(Note that individuals using N95 Respirators as required PPE MUST be fit tested. Fit testing can be pre-arranged through CCC or through a certified fit testing agency. Copies of documentation of fit testing completion should be held by the PI). See also Section IX for enhanced PPE measures used when Breach of Physical Distancing exceeds 15 minutes.*

**15) It is the PI’s responsibility to ensure access of all individuals to required PPE whether they are research personnel or participants.** [ ]  I Agree

**16) Individuals involved will practice hand sanitation prior to planned breach:** [ ]  Yes

**17) Touched items will be disinfected following the breach with approved disinfection agent:** [ ]  Yes

**Section ix: Enhanced Safety procedures**

Use this section to describe enhanced safety procedures for planned breach of physical distancing exceeding 15 minutes cumulative duration over a 24 h period. Please see “Guidelines to mitigate COVID-19 Risks during planned breach of physical distancing exceeding 15 minutes” for further guidance. The number of safety procedures implemented should scale with the duration of the planned physical breaches. Choose more than 1 moderate or a highly effective mitigation strategies as appropriate.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Safety measure implemented**\*Must pick more than 1 moderate and at least 1 highly effective strategy. | **Yes** | **Moderately Effective Measures Implemented** | **Yes** | **Highly Effective Measures Implemented** | **Description of Safety Measure Implementation** |
| **Restriction of Vocalization During Planned Breach** | [ ]  | *Individuals remain silent during breach of physical distancing. Vocalization only takes place when 2 m distant.* | [ ]  | n/a |  |
| **Enhanced Air Flow of Room** | [ ]  | *The air exchange range in the room is tested by UW Technical staff to meet standards. The room has windows that can be opened and are opened during the day of planned breaches. Please explain details of air flow management below* | [ ]  | *Installation of HEPA air filters with sufficient duty cycle to accommodate testing room. Please provide details of consultation with UW staff regarding the types of filtration infrastructure involved and other details i.e. placement of filters etc.* |  |
| **Enhanced PPE** | [ ]  | *One of two individuals wears an N95 respirator (or equivalent) and is fit tested, the other individual wears a surgical mask. Both individuals wear full face shields or safety goggles.* | [ ]  | *All individuals wear an N95 respirator (or equivalent), are fit tested and wear eye protection* |  |
| **Verified vaccination status** | [ ]  | *Partial: All individuals have completed at one 1 dose or mixed 1 and full vaccination status among individuals. Documentation of vaccination status of UW personnel needs to follow UW policy for soliciting and housing private medical information. Documentation of participant vaccination status needs to follow REB protocols.* | [ ]  | *Full: All individuals have completed at full vaccination dose followed by 2 week period following the last dose. Documentation of vaccination status of UW personnel needs to follow UW policy for soliciting and housing private medical information. Documentation of participant vaccination status needs to follow REB protocols.* |  |
| **Negative COVID-19 Test Results** | [ ]  | *All individuals involved in breach have received a negative COVID-19 test result within 3 days of the planned breach.*  | [ ]  | *All individuals involved in breach have received a negative COVID-19 test result within 24 h of the planned breach.*  |  |
| **Covid risk** | [ ]  | Low Community COVID Risk: *The seven-day average incident rate of new cases is less than 40 cases and the RO is less than 1 on the day of the planned breach. The community COVID status should be logged in the breach log for the day of the event. The planned event should be cancelled if the low community risk standard is not met. Please refer to the WECHU website to document local case data:* [*https://www.wechu.org/cv/local-updates*](https://www.wechu.org/cv/local-updates) *(See local dashboard screens: Cases by date (page 1 of 11) and Effective Reproduction Number of COVID-19 infection in Windsor and Essex County; Page 8 of 11).* | [ ]  | Self-isolation of individuals prior to planned breach: *All individuals involved in breach have self-isolated for two weeks prior to the planned breach of physical distancing* |  |

Other “effective” safety procedures implemented and not listed above:

**Breach of Physical Distancing Safety Appendix submitted by:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Name Faculty Signature

**Approved by:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department Chair Dept. Chair Signature

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Dean or Associate Dean Name Dean or Associate Dean Signature

**Final Approval by:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dean or Associate Dean Signature Date

**Authorization by:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

VPRI Signature Date