**COVID 19 Non-Clinical Animal and/or Clinical Research Safety protocol for University Phase I and Pre-Phase I status**

* The safety of faculty, staff, and students must be always considered as a top priority.
* Insure all approvals including departmental and applicable research compliance committee are in place.
* Approve all travel and/or necessary research related expenditures are accomplished through appropriate University channels.
* Individuals must confirm supervisors know their schedule and location.
* Acknowledgement forms have been signed and approved by each researcher involved in research.
* Travel from and to assign sites will be limited to one person per vehicle for research activity.
* Health entry requirements, background checks, and/or introductory safety training will be complete per site specific directives prior to obtaining site access. Uniforms and PPE will be issued for each researcher as applicable.
* Clinical research will be restricted to healthy subjects and/or record generated data collection only at this time. Research subjects will undergo simple health screening activities prior to participation including health questionnaire and/or temperature checks required for entry into health care facilities. Fever, illness, suspected contact with COVID exposed or infected close associates will temporarily exclude some participants.
* Confirm site access to the location where the research is to be conducted including knowledge of any local (municipal/parish/county/state) restrictions on activity.
* Equipment and/or exposed surfaces handled in the course of your research must be disinfected with approved disinfectant at the end of your research session for that day or between participants if human subjects are involved. Disinfect high-touch surfaces and shared equipment surfaces frequently during the day and at the beginning and end of each shift. For clinical sites, disinfect per facility procedures.
* When possible, work alone, but when working with another person, maintain 6 feet of distance, as often as possible. If not possible at all times, maintain short duration of <15 minutes.
* For work in a clinical laboratory setting, where the researcher is not working alone but 6 feet of distance can be maintained in between individuals, a face covering is recommended but not required.
* For work in a vivarium or animal housing area, face protection and gloves are utilized per university standard operating procedures. If in close proximity to NHPs, employees and other potentially susceptible mammals, PPE recommended for biocontainment is enhanced to respirators.
* For instances when 6 feet of distance cannot be maintained for extended periods of time (i.e. >15 minutes), for clinical research in healthy adults and/or utilizing records, face coverings must be utilized. Researchers are encouraged to bring their personal, reusable cloth face coverings from home. Should a personal face covering be unavailable, surgical masks (not N95 respirators) may be used instead.
* Cleanse hands with soap and water and/or sanitizer between participants, animals, handling specimens and/or removal of gloves.
* For work in field environments and with animals, refer to **UL Lafayette Field Research Protocols**
* When entering laboratory environment for delivery, storage, or analysis, refer to **UL Lafayette Laboratory Research Protocol**
* When possible, avoid social interactions and high-touch surfaces during building and room entry and exit, elevator rides, movement in stairways, and bathroom breaks.
* Avoid common areas for lunch or coffee breaks unless you are alone or seated at distant tables; otherwise find an isolated location in lobby areas or outside the building.
* Wash hands with soap and water regularly throughout the day, especially after removing gloves.

*Choice of lab members who return to work.* When considering which lab members will be allowed to return to work initially, each PI should first determine which research activities are the most important to resume at this time (for example, research performed by students or postdocs may be a high priority if needed to meet a thesis, paper submission, or grant submission deadline). Then, in consultation with lab trainees and staff, the PI should determine which lab members are most appropriate for continuing that work, and whether it is possible to resume multiple projects using shift work. Selections of returning lab members should also be based on the following factors:

* Trainees (Graduate students and postdocs) should be given high priority due to the need to complete their research projects in a timely fashion.
* Consider occasional rotation of lab members in the schedule to allow as many lab members as possible to enjoy some progress in their projects.
* Consider equity, diversity, and inclusion, as well as the well-being of lab members who are feeling isolated and may benefit greatly from the ability to come to the lab.
* Undergraduate volunteers will not be allowed in our laboratories until further notice.

*Monitoring compliance.* Based on good compliance with current research shutdown policies, we are confident that faculty, trainees, and staff understand the importance of these policies and will strive to operate their labs accordingly. PI’s are required to modify staff schedules or take other measures to minimize risk of transmission. Lab members are empowered and encouraged to report recurring noncompliant practices to the PI of the noncompliant lab or to their own PI. PIs should then make every effort to resolve the problem locally if possible. If safety deficiencies are not resolved locally in a timely fashion, the issue will be escalated to the appropriate department chair, dean, or research oversight committee for swift correction.