

Start of the Semester Information for Students: 8/10/20

Dear Students:

Welcome to the start of the 2020-2021 academic year. As we begin the fall semester, we would like to share some important updates and reminders:

Building Hours: The 8550 Magellan Parkway building hours will be 7:00 a.m. to 7:00 p.m., Monday through Friday, for those who are required to be on campus. Building hours for the Shrader Road campus are 8:00 a.m. to 5:00 p.m.; however, if a student is scheduled for an early simulation class, the building adjusts its hours. Entry to the building is only for those students who must come to campus for clinical simulation instruction or have an approved purpose such as a reserved library time.

- All entrants must enter through the main reception door, as door badges remain disabled.
- Parking at the main campus (Magellan) is available using the spaces that are marked with a blue square. Any open space at Shrader Road is available for parking.
- Contact the front reception desk for any inquiries about lost or found items on campus property.
- Any person coming to campus will be screened for COVID-19 symptoms; please plan accordingly because although the screening process is fast, there may be a screening line at the building entrance.

Campus COVID-19 Safety and Health Protocol:

Self-monitoring:

Students will self-monitor for temperature equal to or greater than 100°F and COVID-19 symptoms prior to arrival on campus. Anyone who exhibits any of these symptoms should stay home. Students scheduled to come to campus will inform their faculty member of their symptoms and that they will not be coming to campus.

On-site Monitoring:

1. Prominently placed at the entrance to each site, a poster of COVID-19 symptoms is posted that illustrates the screening attestation all students/employees/visitors must make prior to being allowed to enter the building. In order to proceed to the temperature screening station, students/employees/visitors attest they have not knowingly had unprotected exposure to anyone positive for COVID-19 within the past 14 days, and do not have the following signs or symptoms:

- One of the following: temperature equal to or greater than 100°F, cough, new onset of shortness of breath, new onset of difficulty breathing; and/or
- Two or more of the following: muscle aches, headache, sore throat, new onset loss of smell or taste, new onset of diarrhea, chills.

2. Any person answering “yes” to these screening questions will be directed to return home. If a person attests to no exposure or symptoms, s/he will proceed to the temperature screening station.

3. Temperatures are taken with an infrared thermometer. Anyone with a temperature of 100°F or higher will be sent home and not allowed entrance to the campus. If the temperature is less than 100°F, the person proceeds to the hand hygiene station to sanitize their hands.

4. **A mask is required.** Cloth masks are permitted. Masks with printed messages or insignia on them are not permitted.

5. The screener at the front desk will maintain a log of all entrants to the building. Notation will be made if a person was directed to return home.

Clinical Practicum Screening and Transmission Precautions: Bon Secours Mercy Richmond hospitals will conduct screening for symptoms and for a temperature of 100°F upon entry. Students will be issued a hospital grade disposable mask upon entry. Based on CDC guidance, eye protection, in addition to a facemask, is required to further reduce the risk of exposure during patient encounters. Eye protection should remain on only in-patient care areas, unless patient care is needed outside of that immediate area (i.e. transportation in hallways, PT/OT). Eye protection will not be worn in the cafeteria, break rooms, or other common areas where patient care is not being provided. Students will receive face shields/goggles upon arrival to their clinical unit. Face shields/goggles will be left at the clinical site and are not to be taken home. Details related to face shield/goggle use, donning and doffing eye protection and cleaning will be posted to the College’s Coronavirus Update webpage under [latest updates](#). Students must view the videos for proper donning and doffing of PPE including eye protection.

College Catalog: The 2020-21 College Catalog as well as other information and resources related to the Registrar, Financial Aid, Student Success, and Career Services can be found on the [College website](#) or in your student portal.

FERPA: The right of access to information in a student's educational records is governed by a federal law known as the Family Educational Rights and Privacy Act (FERPA). Students, 18 years or older, attending a college or university, have the right under FERPA to control disclosure of information from their educational records. BSMCON complies with FERPA and is committed to protecting the privacy interests of its students and to maintaining the confidentiality of student records in accordance with FERPA. For specific details, please review ADM 3.01, which can be found on the [BSMCON policy](#) page or contact the Registrar's Office at (804) 627 - 5331.

Library and Learning Commons: The library will be open for limited hours for the Fall 2020 semester. You can find full details, along with librarian contact information, on the [Library Support](#) tab, under the College’s Coronavirus Updates webpage. Highlights include:

- Hours will be by reservation only, **every Monday from 8:00 a.m. – 1:00 p.m. and 2:00 p.m. – 5:00 p.m.** You must have a reservation to use the library. To afford equal access to all, users may reserve **one 30-minute library session on Monday**, when in-person access by reservation is available.
- Available services with new procedures include computer use, fee-based printing and copying, study room use and book checkouts.

- The social distancing guideline of six feet of distance will be observed, as well as self-service hand sanitizing and user disinfecting of computer stations and study room desks. The occupancy limit in the Learning Commons is 8 persons at a time.
- The librarian will be available in person on Mondays during library hours, and remotely during her normal daily office hours, Monday – Friday, 8:00 a.m. to 4:30 p.m.

Printing: With courses being delivered online at home and the transition to pay-to-print on campus, many students are buying or upgrading home printers. Printers may be considered an eligible technology expense covered in the [CARES ACT – Higher Education Emergency Relief Funds \(HEERF\)](#) and our [Financial Aid Office](#) can help you obtain funds. Any inkjet or laser printer may work, but we wanted to recommend a particularly great setup:

- A well-reviewed all-in-one HP printer like the [HP OfficeJet Pro 9015](#) purchased from the [HP store](#) with our student discount*, coupled with the monthly [HP Instant Ink program](#) which automatically mails you ink when your printer is running low, and the free HP Smart mobile phone app ([iOS](#), [Android](#)) which turns your mobile phone into a scanner. This combination of hardware, services, and apps is particularly efficient and cost effective.

*To receive the HP student discount, simply sign up for an account on the HP store using your @bsmcon.edu email address. The discount is automatically applied whenever you're signed in and varies by product. Printers are often 15 percent off.

Spirit Week: As we kick off another academic year, we encourage every member of our campus community to participate in our virtual Spirit Week activities (August 24-28). This is a time to reflect on each of our parts in continuing the Bon Secours legacy of good help, bond as a community, and celebrate our shared commitment to the BSMCON mission and values. Please check your email for more details.

Student Portal Account Updates: Make sure your Student Portal account is updated. Review your address, alternative email, SMS-text messaging options and your My FERPA permissions. Remember you can update or change your FERPA settings in your Student Portal account, <https://portal.bsmcon.edu>. Go to My Profile and then My FERPA. You can "Opt-in" for the sharing of directory information and give "Consent" to others (parents, partner, etc.) to view financial and academic records.

Student Support Services: The College offers a variety of services to support you through the nursing school journey.

- The Office of Student Success oversees [Peer Academic Support Service \(PASS\)](#), a free tutoring service that assists students with course content review, test taking strategies and preparation, provide study tips, and much more.
- [Student Access and Accommodation Services \(SAAS\)](#) is also part of the Office of Student Success. This service provides for equal access, making individuals with disabilities full participants in its programs, services and activities through compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990, as amended. We will work with students on an individual basis to assess reasonable academic accommodations that provide equal access to full participation in the college environment.

Student Voice: If you would like to provide feedback to the College, please schedule a meeting with the Student Services Coordinator or use the virtual student feedback forum, The Student Voice, found on the student portal under Campus Info-Helpful Links.

Again, welcome to the fall semester. We hope this academic year brings you health, success and many memories as future nurses.

Sincerely,

Barbara Sorbello, PhD, RN
Dean of Academic Affairs

Leslie Winston, MEd
Dean of Student Services