

BON SECOURS MERCY HEALTH

January 14, 2021

Welcome Students to Spring 2021,

Faculty and staff have been working hard to prepare for excellent learning experiences for each of you as the world continues to grapple with this pandemic. We are excited for your return! Please see the following updates and important information below for spring semester:

BUILDING HOURS FOR SPRING 2021

Main Campus – Magellan Parkway:

- Regular hours
 - Mon-Fri: 8am-5pm
 - Sat-Sun: Closed
- Holiday Hours for spring 2021
 - Martin Luther King Day
 - Closed Monday 1/18/21
- Spring Break
 - Closed Monday 3/15-3/21/21

Shrader Road Building:

- Regular hours
 - Mon-Fri: 8am-4pm
 - Sat/Sun: Closed
- Holiday Hours for spring 2021
 - Martin Luther King Day
 - Closed Monday 1/18/21
- Spring Break
 - Closed Monday 3/15-3/21/21

The above building hours are also posted on the College's website and on most building doors as well.

PARKING

As tenants within a large business park, BSMCON/SOMI are provided with assigned parking spaces to accommodate employees, students, and visitors. These spaces are defined as stated above to govern parking between other tenants utilizing Windsor Park. Students and employees must follow the above parking guidelines or risk being towed at their expense. Overnight parking is prohibited on either location. If you have a disabled vehicle, please make arrangements to remove your vehicle prior to close of business hours. It is the responsibility of the vehicle owner to take precautions against vehicle theft. BSMCON/SOMI assumes no responsibility or liability for any vehicle parked on College/School property. The owner should lock the vehicle at all times and refrain from leaving valuables in plain sight. Motorcycles, motor scooters and mopeds are subject to the same parking requirements.

When parking across the street from the 8550 Magellan Parkway main building, please exercise caution as Magellan Parkway is a relatively busy street. Henrico County has placed signage to encourage drivers to slow down; however, care should be taken.

Note that the following designated parking spaces are for the sole use of the authorized individuals as stipulated by exterior signage:

- Handicapped
- Campus Security
- Mission Support
- Student Global Outreach

The BSMCON/SOMI provide accessible parking spaces within all areas on campus. Parking spaces marked with a blue square **and** highlighted in dark blue on the first map below are designated for use as parking spaces for BSMCON/SOMI.

Google Maps 8550 Magellan Pkwy BSMCON/SOMI Designated Parking Areas



7900 Shrader Road



SAFETY & SECURITY

In the next couple of weeks, students will receive a communication regarding the implementation of the SafeColleges application. To ensure the College remains in compliance with the Clery Act, Title IX, and related federal regulations, SafeColleges will provide programming on crime prevention, security awareness, alcohol and drug abuse awareness, and sexual misconduct.

In compliance with the Drug-Free Schools and Communities Act of 1989 ("DFSCA"), students are reminded that the College publishes on its website (<https://www.bsmcon.edu/policies>) its Code of Conduct (ADM 3.05) and the policy ADM 9.09 Student Drug and Substance Abuse. These two documents provide students with information pertinent to the College's prohibition of the unlawful possession, use, or distribution of illicit drugs and alcohol; a description of the applicable legal sanctions under local, State, or Federal law; a description of available drug or alcohol counseling, treatment, or rehabilitation programs; and a clear statement of the sanctions that will be imposed if these policies are violated.

EMERGENCY PROCEDURES

Specific procedures for emergencies are outlined in the Emergency Management and Evacuation Procedures, which is available upon request to the Dean of Administration. In the meantime, please be sure your emergency contact information is up to date in your Student Portal (students) and the RaveAlert system (associates) and review the ADM 9.10 Campus Safety and Security policy (available at <https://www.bsmcon.edu/policies> for some important safety and security information. Also refer to the following emergency contact numbers for any questions you may have about emergency procedures.

EMERGENCY TELEPHONE NUMBERS

| | |
|--|----------------|
| Fire or Police Emergency..... | 9-1-1 |
| Emergency Medical Services..... | 9-1-1 |
| Windsor Security | 335-7901 |
| MRMC Security..... | 764-6026 |
| Building Coordinator (Magellan Location) | 627-5388 |
| Property Manager (Mike James) (Shrader Location) | 237-8423 |
| Poison Control Center..... | 1-800-222-1222 |
| Gas Leak..... | 9-1-1 |
| Dominion Energy (to report power outages) | 1-866-366-4357 |
| Public Utilities (to report water main breaks) | 501-4517 |

IMPORTANT NUMBERS:

Safety Administrator: Benji Djeukeng – (804) 335-4419
 Building Coordinator: Randy Faulk – (931) 436-1218

EMERGENCY TEAM NUMBERS:

MAGELLAN LOCATION:

Assembly Area 1: Pat Roberson – (804) 614-7192
 Tina Metzger – (804) 617-6353
 Assembly Area 2: Caitlin Prentiss – (804) 239-6941
 Nick Kost – (804) 615-8874
 Assembly Area 3: Julie Marsh – (804) 305-4100
 Harris King – (804) 837-8368

Front Desk: Beth Ford – (607) 738-5631
 Pam Hinton – (804) 627-5300

SHRADER LOCATION:

Assembly Area 1: Andrenetta Daniel – (804) 314-2191

COVID-19 VACCINATIONS

As you are likely aware, COVID-19 vaccination has begun and continues to unfold in a planned and organized tier approach. More information about vaccination can be found at the Virginia Department of Health website <https://www.vdh.virginia.gov/covid-19-vaccine/>. Additional information sheets that can be printed can be found on our College website at: <https://www.bsmcon.edu/covid-19-vaccine>. Vaccination is not mandatory; however, it is recommended, and Bon Secours Mercy Health System has approved students to be able to receive COVID-19 vaccinations at any of the Bon Secours Mercy COVID-19 vaccination clinics. Clinic hours and locations will be made available to students.

Early efforts at vaccination are exciting; however, the three primary rules of reduced transmission must continue:

1. Maintain appropriate 6-foot distancing in all social interactions.

2. Wear a mask whenever you are in contact with others in any public area and wear a face shield in the health care arena.
3. Practice frequent handwashing to reduce the spread of germs.

ON-SITE STUDY OPPORTUNITIES

In response to student feedback about library hours and request for additional on-site study opportunities, the Library and Learning Commons will have additional open hours for the spring 2021 semester. Beginning Tuesday January 19, the Learning Commons will be open **by reservation only, for 4-hour time slots** for computer and study room use, Monday through Friday, 8:00 a.m. – 12:00 p.m. and 1:00 p.m. – 5:00 p.m. To maintain appropriate distancing, a maximum of 6 students will be allowed in the Learning Commons at one time. There are 3 available **one-person** study rooms and 3 main-room computers. Our librarian, Ms. Metzger, will be available in person in the Library on Mondays and Thursdays, and the Learning Commons will be monitored Monday through Friday. You can make a Library Study Room reservation [here](#) or a Library Computer reservation [here](#). You can also find these links on the library website <https://www.bsmcon.edu/library>.

As always, the library's website and electronic resources can be accessed 24/7 through the College website and OpenAthens. Ms. Metzger is available for book checkout, research, and other assistance during her regular office hours, Monday – Friday 8:00 a.m. – 4:30 p.m. For contact information, see the library website linked above.

ON-SITE SIMULATION LAB PRACTICE OPPORTUNITIES

In response to student requests for additional opportunities to practice in the simulation lab, effective Tuesday January 19th, the Health Assessment Lab (CSC 7) will be available Monday-Friday from 8:00 a.m.-12:00 p.m. and 1:00 p.m.-5:00 p.m. for students to practice. To maintain appropriate distancing, a maximum of 4 students will be allowed in the lab at one time. CSC 7 will **not** be available for student practice on the following days:

- 1/26/21-1/29/21
- 2/2/21 from 12:00 p.m.-5:00 p.m.
- 2/4/21 from 12:00 p.m.-5:00 p.m.

COVID-19 TRACKING

As a college community, we continue to track COVID-19 among students and employees. Gold standard quarantine rules recommended to provide the maximum reduction in transmission are being followed by the College which includes a 10-day quarantine for anyone with positive COVID-19 test results and a 14-day quarantine for anyone with direct exposure to someone who has tested positive for COVID-19.

Symptoms of COVID-19 should be reported as soon as possible and individuals will be placed on quarantine until contact with the COVID Nurse can occur for additional guidance. If you suspect you have been exposed to COVID-19 or develop symptoms, you need to notify Dr. Marcella Williams at Marcella.Williams@bshsi.org as soon as possible and consider the need to seek evaluation/testing with a health care provider. Resources to help guide you can be found on the College website at: <https://www.bsmcon.edu/covid-19-resources>.

Best wishes for a safe and healthy semester!
BSMCON Deans