



## IACIS 2021 TRAINING EVENT COVID19 PLAN

In an effort to protect IACIS students, staff, and vendors during the April/May 2021 training event, IACIS is working in a partnership with Caribe Royale hotel to institute requirements that are necessary to attend the event. This plan is subject to change based on updates made by the Center for Disease Control (CDC). The status of the disease is constantly evolving. IACIS will continue to monitor the situation and may amend this plan, as necessary, between now and the event to ensure the safety of all staff and students.

### **Prior to arrival at Caribe Royale**

**Release of liability** – All students, staff, and vendors need to understand IACIS takes the health and safety of our members seriously and we are attempting to provide an in-person training event while mitigating health risks to attendees. All attendees will be required to sign an agreement promising to adhere to the COVID requirements as detailed in this plan and release IACIS of liability in the event someone becomes exposed to or contracts the COVID19 virus.

**COVID19 Test** – IACIS will require all students, staff, and vendors to provide proof of vaccination or a negative COVID test administered no more than 5 days prior to checking in for the class. Failure to provide this documentation at the time of registration check-in will prevent the student, staff, or vendor from entering the training classrooms until such documentation can be provided.

- The Buena Vista Urgent Care, across the street from Caribe Royale Hotel, can provide COVID19 testing with a 24 hour turn-around. The normal cost for the test is \$400 but is covered by most insurance policies with a standard co-pay. Additional COVID19 testing facilities are available with various prices and turn-around times. (<https://www.buenavistaurgentcare.com/>)
- For students, staff, or vendors that have been previously exposed or diagnosed with COVID, it is understood that a previous infection might result in a positive COVID19 test results even though they are no longer symptomatic or contagious. In these cases, IACIS will require documentation from a physician the person is safe to attend. It should be noted that IACIS will not store or maintain any records related to staff, vendor, or student medical conditions or COVID tests. Any medical test results, vaccination records, or doctor's notes need to be presented to IACIS to show compliance but a copy will not be retained or stored by IACIS under any condition.

### **During the Training Event**

IACIS classroom configurations will comply with the Caribe Royal's and CDC's guidelines enabling social distancing, 6 ft min, between students. The Caribe has taken additional precautions as documented in the following playbook that is published on their website. These precautions include, but are not limited to, appropriate signage and hand sanitizer stations distributed throughout the complex, extra precautions regarding cleaning and sanitizing of rooms, and a detailed plan for hotel staff or guests that are exposed or test positive for COVID during their stay.

The complete details of the hotels plan can be found at the following link :

<https://www.cariberoyale.com/wp-content/uploads/2020/07/CaribeRoyaleCOVID-19ReopeningPlaybook10-30-20.pdf>

In addition, IACIS will be instituting the following precautions and we will strictly enforce these policies to ensure the safety and well being of both our staff and students.

**Daily temperature checks** – Prior to entering the classrooms every morning of training, IACIS will require touchless temperature checks of staff and students. Any person with a temperature of 100 degrees or higher will be asked to return to their room and seek medical assistance per the hotel's defined guidelines. In such cases, the student or staff will be required to provide a new negative PCR (Polymarese Chain Reaction) COVID19 test before being permitted back into the training facility. IACIS will work to reasonably accommodate any student, on a case-by-case basis, that becomes ill and is required to miss classes.

**Masks/Sanitizer** – All vendors, students, and staff will be required to wear a mask covering the nose and mouth at all times, except when instructing from the podium, while inside the training facility. Masks must be non-vented and non-gaiter styled. IACIS will provide IACIS branded face masks to each student along with a travel size bottle of hand sanitizer. Hand sanitizer refill stations will be available to refill their personal travel container as needed.

**Social Distancing** – In an effort to maintain social distancing, IACIS will control restroom breaks and utilize restroom facilities throughout the complex as occupancy permits. Also, in breaking with tradition, IACIS vendors will not provide buffet meals during the vendor nights.

**Illness** – In the event a student, vendor, or staff member feels ill during the event, the hotel COVID19 policies will be used to seek medical attention and appropriate testing, if needed. Students who report feeling ill will not be allowed to return to the classroom until they provide another negative PCR (Polymarese Chain Reaction) COVID19 test result. In the event a student or staff member tests positive for COVID19 during the training, the entire student body will be notified of an exposure so everyone can make their own informed decision regarding their risk of exposure. IACIS highly recommends students and staff consider purchasing travel insurance.

**Contact Tracing** – An IACIS contact tracing team will interview any person feeling ill or testing positive to determine if others may have been exposed. Individuals identified as possibly being exposed will be notified and allowed to self-isolate. Students who are unable to return to training due to a medical event may be offered an opportunity to attend the 2022 training event.