

**Eastern Michigan University School of Social Work
Field Program COVID-19 Safety Guidelines & Policies**

For all placements:

- I. Students are expected to follow and comply with any public health guidance as it relates to the spread of COVID-19, as well as any protocols, guidelines or policies adopted by the University (<https://www.emich.edu/coronavirus/>).
- II. Students should also follow the guidelines communicated by their field site related to COVID-19.
- III. Students should continue to attend to the State of Michigan's policies and guidance related to COVID-19. This guidance may change as the pandemic continues. Current guidelines, which are subject to change, can be found here: <https://www.michigan.gov/coronavirus/>.
- IV. Students should make every effort to protect their safety and the safety of those around them and can find the CDC prevention guidelines here: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>.
- V. Students who experience COVID-19 symptoms should immediately contact their field instructor and seminar instructor to notify them. Please note that a student who experiences any of the following:
 - a) has a COVID-19 medical diagnosis or tests positive for COVID-19 - even when not showing symptoms of COVID-19;
 - b) has been informed that they were in close contact with another person who was medically diagnosed or tested positive for COVID-19;
 - c) has any of the following symptoms of COVID-19: fever/chills, cough shortness of breath/difficulty breathing, fatigue, muscle/body aches, headache, new loss of taste/smell, sore throat, congestion/runny nose, nausea/vomiting, diarrhea;
 - d) learned that an EMU Community member (student, faculty, staff, employee) has tested positive for COVID-19 or has been medically diagnosed with COVID-19

must submit a COVID-19 report found here: <https://www.emich.edu/coronavirus/>.

- VI. Students should be in communication with their field instructor and seminar instructor about any changes in placement format whether that be a transition from a virtual placement to an onsite placement or the transition from an onsite placement to a virtual placement.

For onsite placements or placement with face-to-face contact:

- I. Students should inquire prior to the start of placement about PPE requirements for the site. Agencies should provide students with the PPE that is provided for employees. Students who are not provided with PPE should contact the Field Office.
- II. Field placement sites should provide students with information about agency policies regarding COVID-19 precautions and responses including:
 - a) Agency guidelines regarding social distancing
 - b) Agency policies regarding COVID-19 testing
 - c) Procedures to follow in the case of illness

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d) Policies regarding notifications for/by interns, staff, and administration in the event of COVID-19 exposure

III. Students who experience COVID-19 symptoms should not return to placement until they either: have a negative COVID-19 test, have been cleared to return by health care professional or meet another standard established by the field placement site.

For virtual/remote placements:

I. Students should inquire about the required technology/devices that will be used for the remote placement.

II. Agencies should provide students with information about HIPPA compliance in remote/virtual social work practice as well as the agency's policies about how to ensure confidentiality and privacy when working remotely.

III. Students should not be using their personal phones to communicate with clients and should instead either be provided with an agency phone or should create a google phone number for that purpose.