



**Mount  
Sinai**

**TO:** All Faculty, Staff, and Students

**FROM:** Mount Sinai Health System Leadership

**DATE:** March 6, 2020

**RE:** COVID-19 Systemwide Policy Changes

As part of our ongoing efforts to contain and effectively treat patients diagnosed with COVID-19, we are instituting a number of system-wide policy changes that will impact our visitors and students. These changes are being implemented in accordance with guidance from the Centers for Disease Control and Prevention, as well as the New York State Department of Health and the New York City Department of Health and Mental Hygiene, as we continue to coordinate with city, state and federal partners to ensure quick and appropriate response to this outbreak.

We ask that you carefully review these changes, and do not hesitate to ask senior staff and managers for clarification, if needed.

#### **VISITOR POLICY CHANGES:**

- **Inpatients:** Persons exhibiting symptoms consistent with influenza or COVID-19 (see below) are asked not to visit. In addition, inpatients will only be allowed **two** visitors at a time.
- **Emergency Department:** All patients in the emergency departments will be limited to only one visitor at a time. Again, persons exhibiting symptoms consistent with influenza or COVID-19 (see below) are asked not to visit.
- **If a visitor shows any symptoms of influenza or COVID-19, staff should politely ask them to leave.**
  - Visitors should be asked to leave if they are exhibiting any of the following known symptoms of COVID-19:
    - Fever
    - Nasal congestion
    - Runny nose
    - Cough
    - Sore throat
  - Nurse managers and the Nursing Administrator can be called as needed to reinforce this policy and explain the situation to the visitor. As a last resort, Security may be called to remove a symptomatic or sick visitor who refuses to leave. We will provide talking points to assist in this process.



- **In unique circumstances, manager discretion can be used for sick visitors.** Some sick visitors may be permitted to come in, but asked to wear a mask, such as if they want to visit a patient receiving end-of-life care.
- **If a visitor is symptomatic and is asked to leave,** s/he should also be directed to our website for additional guidance on how to seek evaluation and care.

#### **STUDENT POLICY CHANGES:**

- **For ALL Students:** No students will be allowed to provide front-line care to known or suspected cases of COVID-19.
- **For visiting medical students:** We are temporarily not accepting any new incoming visiting students, both domestic and international.
- **For visiting non-medical students:** Physician assistant, nursing, or other non-medical students performing rotations at our facilities will NOT be allowed to provide front-line care to patients with known or suspected cases of COVID-19.

#### **MEETING POLICY CHANGES:**

- At this stage, we are not implementing any policy to cancel group meetings. However, meeting organizers should use their discretion, and cancel if desired. However, please remember that Zoom and other teleconference mechanisms are available to be used in place of in-person meetings and may be a desired alternative.

#### **VOLUNTEER POLICY CHANGES:**

- All volunteers should be directed to follow the same policies – including the travel ban and changes to treatment and visitor protocols – as employees.
- Volunteers are regarded as non-essential personnel, and as a result, should not be involved in the care of any patient who is suspected of or known to be infected with COVID-19.



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**FOR EMPLOYEES WHO ARE AT HIGH-RISK FOR COMPLICATIONS FROM COVID-19:**

- These individuals may work with their managers, as needed, for appropriate accommodations.

**TRAVEL POLICY CHANGES:**

- All employees who have traveled to countries with CDC Level 2 or 3 travel advisories will face a **mandatory** 14-day isolation period before being allowed to return to work. Please refer to the full policy for additional details and restrictions.