For Staff and Students

If you are well with:

- No fever
- No respiratory or other symptoms
- No history of close contact
- Not within the reporting epidemiologic criteria
- 1. Observe personal hygiene, frequent handwashing, check body temperature regularly, if necessary.
- Visit the Committee on Health Promotion and Protection (CHPP) website for updates on university strategies and information on Pandemic Influenza / Avian Flu / SARS/ MERS.
- 3. Contact CHPP Information Coordinator for general advice on prevention by phone or email.
- 1. CHPP Information Coordinator will contact you for follow up information and action.
- 2. CHPP Information Coordinator will inform the relevant Colleges, Faculties, Departments, Units, OAL and Hostels of the referral and progress.
- CHPP Information Coordinator will inform EMO and University Safety & Environment Office for immediate disinfection of the workplace, classroom, hostel, as appropriate.
- The CHPP Chairman will be notified and relevant progress report will be uploaded in CHPP website.

If you are sick and have:

- Fever and/or
- Respiratory symptoms or other symptoms
- Wear a mask.
- Consult a doctor & request for a temperature measurement.

Referral to the

A&E

Department

Treated & discharged at the clinic

- 1. Follow the medical advice
- 2. See the doctor again if so advised or when sickness is not improving.
- 3. If advised, take sick leave.
- 4. Check body temperature daily.
- 5. Wear mask; frequent handwashing.

 Follow all the advice from the A&E or the hospital, including follow up & surveillance.

Admitted & later

discharged from

the hospital

- You may be advised to stay at home/special isolation facility for observation.
- 3. Consult a doctor again if sickness is not improving.
- 4. Check body temperature daily.
- 5. Weak mask; frequent handwashing.

If you have history of close contact with a Pandemic Influenza / Avian Flu / SARS/ MERS patient or within the reporting epidemiologic criteria:

- No fever
- No respiratory or other symptoms
- 1. Stay at home throughout the incubation period.
- 2. Check body temperature daily.
- 3. Wear mask at home; frequent handwashing.
- 4. Consult a doctor if you feel unwell.
- 5. Staff may consult UHS for issue of special leave certificate.
- 6. Medical screening for symptom-free close contact is **not** considered necessary or useful.
- 7. Visit CHPP website for updates on university strategies and information on Pandemic Influenza / Avian Flu / SARS/ MERS.

Liaise with CHPP Information Coordinator, Ms. Fiona Lam (Tel: 39436436)

For Student Hostel Management

General Observation

- Maintain hostel environmental hygiene: regular general cleansing & disinfection procedures.
- 2. Advise students on frequent hand washing and observe the university mask policy.
- 3. Advise students to wear masks and consult a doctor if they feel unwell especially with fever.
- 4. Maintain sufficient stock of thermometers.
- 5. Visit CHPP website for regular updates.
- 6. Ensure that all residents are aware of the Pandemic Influenza / Avian Flu / SARS /MERS guidelines and preventive measures.

Measures for Newly
Admitted Residents

- Ask the students to fill in the Health
 Declaration.
- 2. Check students' body temperature.
- 3. Brief new residents of Pandemic Influenza / Avian Flu / SARS /MERS preventive measures.
- 4. Liaise with the CHPP Information Coordinator, if in doubt.

If a resident reports sick with:

- fever and/or
- respiratory symptoms
- 1. Check his or her body temperature.
- 2. Ask the student to wear a mask.
- 3. Ask the student to see a doctor. UHS can be contacted at 39436422 for appointment.
- When the student attends the clinic or hospital, inform the staff if the fever is ≥38°C or if there is history of close contact with Pandemic Influenza / Avian Flu / SARS/ MERS patient.
- If UHS has <u>closed</u> and the student has a fever ≥38°C with respiratory symptoms and/or is very sick, **contact Security Unit at 39437999** for Ambulance service to hospital. This is particularly important when community transmission of Pandemic Influenza / Avian Flu / SARS/ MERS is occurring.
- 6. If the student refuses referral to a hospital, advise the student to return home or arrange the student to be temporarily accommodated in a single room pending consultation at a clinic later, while observing personal hygiene.
- 7. Liaise with CHPP Information Coordinator if the student has been sent to hospital.
- CHPP Information Coordinator will inform you as soon as possible, of the outcome after the consultation/referral, and if disinfection of the student's room is needed.
- CHPP Information Coordinator will also directly advise you all necessary arrangements for close contacts e.g. roommates of the sick student.

If a resident is recommended admission to an isolation facility

- Normally students with
 Pandemic Influenza / Avian
 Flu / SARS/ MERS related
 problems or acute respiratory
 illness should be advised to
 stay at their own home.
- 2. The decision for admission is made by UHS or HA physicians for students who are (a) close contact of Pandemic Influenza / Avian Flu / SARS/ MERS cases or (b) suffer acute respiratory infection, and are unable to stay at their own home.
- 3. You will be duly informed by UHS staff when the student is advised to stay at an isolation facility.
- 4. You will also be informed if the student refuses admission. The student should not return to his or her hostel.
- 5. Immediate disinfection of the student's room.
- CHPP Information
 Coordinator will keep you informed of the progress of the student's health daily.
- 7. Inform the student's roommate of the admission.

When Pandemic Influenza / Avian Flu / SARS /MERS cases occur in HK and/or community transmission takes place with or without affecting students of your hostel

- 1. Observe and follow the University's Pandemic Influenza / Avian Flu / SARS/ MERS Action Plan which refers to community transmission and which concerns situations when staff/students on campus are affected.
- 2. Observe the updates and announcements on the CHPP webpage for information, policies and University activity arrangements.
- 3. Contact CHPP
 Information
 Coordinator if a resident
 has been admitted for
 Pandemic Influenza /
 Avian Flu / SARS /
 MERS through his or
 her own arrangement.
 CHPP Information
 Coordination will
 follow up on contact
 tracing and disinfection
 process.
- 4. Contact CHPP Information Coordinator for clarification on any specific measures.