

**Department of Chemistry**  
**Updated Procedures for Return-to-Research (RTW) Plan Amendments**  
**January 4, 2021**

**Updated required training** for new researchers in Chemistry is found via covid-19 faculty/staff training short course link: <https://csutraining.bridgeapp.com/learner/courses/5e3cf4dd/enroll>

**Weekly saliva screening is required for researchers.** Saliva screening, which is for people WITHOUT symptoms only, is available M-F in the MAC Gym at the CSU Student Rec Center. Enter through the East Entrance – see this [map](#). If you have not had a previous saliva screening at CSU, you must **register** for one. This is only required once. Once you register, you must **schedule** a window for your screening.

**People WITH symptoms** should fill out the [COVID Reporter](#) and CSU Public Health will arrange for a nasal swab test.

**Commitment to proper face covering usage** on campus. Face coverings are required on campus and in all campus buildings. Wearing face coverings correctly at all times when in labs and shared offices is an expectation of all chemistry researchers and staff and faculty members.

**All research group are responsible for weekly reporting of their shift schedules.** PIs should contact Elizabeth McCoy for access to the shared document. Monitoring of other research group schedules without prior permission is strictly prohibited.

**Concerns or questions about covid-19 procedures in Chemistry are welcome** and should be submitted to the Department: go to our department FAQ site (<https://www.chem.colostate.edu/covid-19-faq/>) and click on the “Submit COVID-19 Questions and Concerns” link.

**When researchers need to be closer than 6’ (e.g. training), face coverings + face shields are required.**

**Amended research request:** go to the OVPR web page (<https://www.research.colostate.edu/return-to-research/>) and click on “Amended Research Request” link to create a new Quali form

*Change justification:* for adding 1<sup>st</sup> year grad students, the justification is ensuring that students make progress toward their degree; for other situations (e.g. new postdocs), provide brief rationale as needed

*Type of change requested:* add/remove personnel; change location; expand project; change access to CORE facilities. For almost all chemistry faculty, the primary section is add/remove personnel; generally we shouldn’t need to get into the weeds on project changes.

*File attachments*

- (1) Attach this file to acknowledge general department-wide changes to your research plan
- (2) Attach a file for your lab that briefly outlines an updated group plan to minimize exposure, recognizing that air transmission is the more likely mode of virus transmission. Items to include are:
  - shift schedule, including optional dead time between shifts
  - spacing of individuals in the lab
  - PPE and disinfection procedures
  - other group-specific protocols