



Faculty of Medicine – Research Resumption Stage 2 Guidelines

Recommendations on a Stage 2 approach for Research Resumption

- Approved Stage 1 Safety Plans from Units will remain in effect in Stage 2 however, Stage 2 will have allowance for some additional research personnel as long as it adheres to the Stage 1 safety plan.
- Stage 2 should include resumption of research activities and teaching/education activities.
- UBC's position states that all work that can be done off site should be done off site. If Faculty have justification and rationale for the need to be on site for specific reasons, requests and justification will be reviewed by the Unit Leads and then for further approval by the Faculty of Medicine.
- Faculty and researchers returning to work will not necessarily be based on % of building occupancy but rather will be based on the approved Stage 1 safety plans and continue to work within those safety guidelines as occupancy increases.
- All categories of research may be included in Stage 2. Individual Faculty and the Unit leads will determine the members of their team who have justification for return back into the buildings. Individuals who have concerns or personal circumstances that make returning to on-site activities challenging should discuss options with their supervisor, program director or manager.
- **Reminder that it is the Principal Investigator's responsibility to supervise their team (staff, graduate students, postdoctoral fellows, etc) and ensure that they are following all safety protocols and guidelines, as well as ensuring that they are on site only during their approved timeframe.**
- Participant research will be based on CREB and BREB requirements.
- Buildings/Sites that include Hospital Sites and Health Authorities are still subject to their directives/guidelines.
- Lunch rooms, kitchen facilities and lounges are still recommended to remain closed.
- Face masks may be required when individuals are unable to maintain physical distance of 2 metres.
- Shared offices of less than 4 workstations are to only be occupied by one member at a time.
- Hours and shifts will still be restricted as it's based on custodial schedule and their safety plan.
- Weekend access will be based on custodial schedules and also be kept to short periods of time used as needed only.
- There will be no restrictions on the length of studies; however, Faculty should be aware that long term studies may have to be curtailed due to Public Health orders and a potential restore to either full curtailment or Stage 1 resumption.
- Those planning on returning to work will need to complete all required safety training for that location prior to returning. This may include UBC training, BC CDC training, Building specific training etc. This will be determined by the Unit lead and the safety plan in place.

- Unit leads will be responsible for compliance and monitoring within their locations – with the ask for monthly reports back to the Office of the Vice Dean, Research for compliance at sites
- Documentation submitted to FoM in stage 1 will continue to be valid and serve as the guideline. The only files that will be required to be submitted will be additional personnel numbers and any updates to the safety plans.
- Reminder that each individual must assess their health before returning to any on-site activity. All individuals will be asked to:
 - Monitor your health status.
 - Before leaving your home to participate in academic activities, complete the [BC COVID-19 Symptom Self-Assessment Tool](#), and follow the direction provided.
 - **Do not use any on-site research spaces or workspace if you are ill, have flu like symptoms or have a fever or cough and contact your manager, instructor, or program staff as soon as possible. If you or anyone in your household is experiencing any symptoms of COVID-19, you must self-isolate.**
- Staged resumption of on-site (in-person) research activities may need to be reversed and stricter curtailment conditions imposed in response to public health guidance or changes to the situation at any particular building or site.

Process for Stage 2 Research Resumption

A. Units with FoM approved Stage 1 research resumption plans:

For Point Grey Campus:

1. Unit Leads (Centre/Institute Director OR Department Head) will submit an updated summary spreadsheet with the requested updated occupancy numbers as well as an updated safety plan (if needed) to the Office of Research to the attention of the Dr. Rob McMaster, Vice Dean, Research, and Dr. Michelle Wong, Senior Director, Research.
2. If new requests are considered low risk and not outside the Stage 1 guidelines and principles, this will be reviewed and approved by the Office of Research.
3. Should there be units that need updates to their occupancy levels that require both Research and Education resumption, these requests will first be reviewed by both the Offices of Research and Education to determine risk level and appropriateness.
4. If the new requests are considered high risk and/or outside the Stage 1 guidelines and principles, this will also require the review and approval of the Dean, Medicine.
5. Once the Unit receives approval for Stage 2 research resumption, the Unit will be permitted to update their occupancy within their units.

For Hospital Site campuses:

1. Unit Leads (Centre/Institute Director OR Department Head) will submit an updated summary spreadsheet with the requested updated occupancy numbers for each PI as well as an updated safety plan (if needed) to the Associate Dean Research (ADR) for their site.

2. The ADR at each hospital site campus reviews the requests and for those approved at their site, the ADR will send an overall updated unit-level spreadsheet to the FoM Office of Research to the attention of the Dr. Rob McMaster, Vice Dean, Research, and Dr. Michelle Wong, Senior Director, Research.

Sites include:

- i. PHSA - BCCRI, BCCHRI, WHRC, BCCDC, Mental Health, etc.
 - ii. VCHRI - VGH, CBH (clinical space – floors 1 and 2), ICORD, Eye Care Centre, Robert Ho/ JBRC, Skin Care Centre, DHCC, etc.
 - iii. PHCRI – St Paul’s, BCCSU, etc
3. If new requests are considered low risk and not outside the Stage 1 guidelines and principles, this will be reviewed and approved by the FoM Office of Research.
 4. Should there be units that need updates to their occupancy levels that require both Research and Education resumption, these requests will first be reviewed by both the FoM Offices of Research and Education to determine risk level and appropriateness.
 5. If the new requests are considered high risk and/or outside the Stage 1 guidelines and principles, this will also require the review and approval of the Dean, Medicine.
 6. Once the Unit receives approval for Stage 2 research resumption, the Unit will be permitted to update their occupancy within their units.

B. Units without FoM approved Stage 1 plans:

If Stage 1 research resumption requests and safety plan documentation has not yet been submitted to the Faculty of Medicine for approval, any new activities coming onsite will need to fill out the same documentation that was required for Stage 1 re-entry.

Please refer to section 6 in the Faculty of Medicine Stage 1 Resumption of Research Plan for the detailed process (attached).