

Ramping Up and Reopening Checklists: Anticipating Needs

BioRAFT Webinar Series

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Research at UCLA in the Era of Covid-19

- March 14 – First research continuity guidance from Vice Chancellor Research
- March 17 – Prepare to ramp down research message from VCR
- March 19 – Only “essential” research (e.g. Covid-19) allowed on campus
- March 20 through May 31 – “Essential” research only
- June 1 – Ramp up of research estimated start

In contrast with the rapid ramp-down of research, how will the ramp up be handled to address both lab safety and Covid-19 safety requirements?

Guidelines for UCLA Research Ramp-Up

Guiding Principles and General Policies

- *PRINCIPLE 1*: Follow local, State, and National Public Health Authority directives to stay Safer at Home and maintain physical distancing.
- *PRINCIPLE 2*: Protect the mental and physical health and safety of the research workforce, clinical patients and human research subjects.
- *PRINCIPLE 3*: Ramp-up research activities in such a way as to ensure safety of all employees and compliance with public health guidelines.

Guidelines for UCLA Research Ramp-Up

Campus Decision-Making Authority

- Each PI must submit a research operational plan to their department chairs for provisional approval
- Deans have final approval responsibility during the ramp-up of on-campus research activities
- Vice Chancellor for Research will decide on appeals for rejected requests

Guidelines for UCLA Research Ramp-Up

Prioritization for Research Ramp Up

- During Phases 1-3 only personnel with a need to access physical locations to advance research may be on-site
- All other personnel should remain off-site during research ramp-up
- PIs must give serious thought to prioritizing personnel
- Meetings, lectures, and instruction should be conducted remotely
- Chancellor and Executive Vice Chancellor have decision-making authority to move from one phase to another

Guidelines for UCLA Research Ramp-Up

Roadmap for Research Ramp Up

- *PHASE 1*: Current “Safer At Home” phase (except COVID-19 research)
 - *PHASE 2*: Ultra-low density research activities ($\leq 25\%$ normal density, 250 sf/person)
 - *PHASE 3*: Low-density research activities ($\leq 50\%$ normal density)
 - *PHASE 4*: Start return to full research operations
 - Transitions decided by Chancellor and Executive Vice Chancellor
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- **Research Ramp-Down**: In the event that public health officials reinstate the Safer At Home order, research activities need to rapidly ramp down

Guidelines for UCLA Research Ramp-Up

Practical Considerations for Ramping Up Laboratory Research

- Low Density of Research Personnel
- Scheduling and coordination of work hours
- Choice of lab members who return to work
- Support staff, core facilities, and delivery of supplies
- Monitoring compliance
- Additional safety considerations
- Plan ahead for the possibility of a research ramp down

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Research Operational Plans for Ramp Up

Research Operational Plan template provided

Must account for

- Laboratory research
- Computational research
- Clinical and human subjects research
- Archival / library research
- Performance research
- Studio-based Research
- Field research
- Community-based research
- Core instrumentation facilities

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Research Operational Plans – Must be submitted by all faculty/PIs including directors of core instrumentation facilities, shops, etc.

- PI / Chair / Dean information / Building manager / Research personnel information: Contact information and emergency contacts
- Space information (rooms, sf, type, BSL, # people) / Shared space information
- Type of research and justification for on-campus work
- Number of people total and at any one time
- Describe protocols to be implemented to maintain low density in the research environment (e.g., work schedules)
- List any physical modifications necessary to make the research environment compliant with COVID-19 risk mitigation guidelines (e.g., floor markings, rearrangement of furniture)
- Describe new protocols to be implemented to maintain low density in any shared spaces (e.g., communications plans, scheduling, marked entries and exits)
- Information required for operational plans specific to lab, library/archival, performance/studio-based, field, community-based, or computational research
- Additional equipment and supplies (including quantities) required for compliance with COVID-19 risk mitigation guidelines (e.g., facemask, sanitizing wipes)
- Plan for ensuring compliance with COVID-19 risk mitigation measures by team members.
- Approvals: PI / Chair / Dean / (EHS)

Guidelines for UCLA Research Ramp-Up

Summary of Recommendations

- Create a thorough plan
- Involve PIs in creating plan
- Define authority
- Empower PIs
- Provide detailed guidance to PIs
- Provide a template for Research Operational Plan
- Aim for safe research

Note: Full UCLA guidelines document is >30 pages!

Will post at <https://cls.ucla.edu>

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