

COVID-19: VUMC — Social Distancing Checklist

VUMC is committed to the health and safety of all staff.

We need everyone's help to manage one of the highest-COVID-19-risk activities:
being in a shared space without proper social distancing.

► **This risk gets worse when people remove their mask while eating and drinking.**

Evaluate **break room and work room space** to allow for 6-foot distancing.

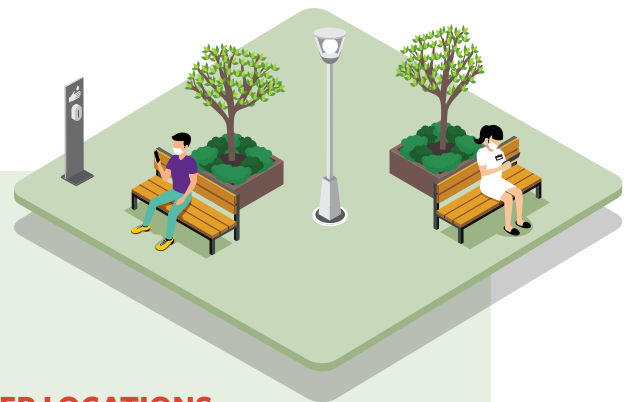
- Where possible, post a sign noting the maximum number of people in each space and remove tables and chairs to accommodate that maximum
- Make disinfectant wipes and hand sanitizer available
- Ask staff and clinicians to sit 6 feet apart at marked locations and wipe down table, chairs, and other surfaces after each use

BREAK ROOMS

- Masks may be removed to eat or drink **only** if staff can maintain 6 feet of distance from others **and** stay in place

WORK ROOMS

- Masks should be worn at all times
- Staff and clinicians should not eat in these areas



Evaluate **break times and locations, too!**

TIMING MATTERS

- Ensure staff and clinicians are able to take breaks in a way that does not crowd spaces
- Stagger break times
- Rotate or consider locations outside of the clinical area
- Allow staff breaks at off-peak hours
- Consider travel time required for off-site break areas (plaza or Medical Center East)
- Have a system for knowing when the break area is at capacity

OTHER LOCATIONS

- Wear masks unless eating or drinking, and then stay in place to maintain 6 feet of distance
- Ask staff and clinicians to consider other designated eating locations
- Suggest using additional seating in the plaza or Medical Center East location