

**Coronavirus Medicine Subgroup
Meeting No. 1 (Feb. 4th 2020) Minutes**

UCD Novel Coronavirus – Medicine Advisory Subgroup

Meeting No. 1 - February 4th 2020

1230hrs. Woodview House

In Attendance:

- **Professor Cecily Kelleher**, College Principal, College Of Health And Agricultural Sciences (Chair) (CK)
- **Professor Patrick Wall**, Professor Of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
- **Dr Sandra Tighe**, Director Of Student Health (ST)
- **Dr Peter Coulahan**, Director of SIRC (Secretary) (PC)

Circulation List

- Attendees
- **Professor Jason Last**, Dean of Students (JL)
- **Dr Derval Igoe**, Specialist In Public Health Medicine (DI)

Minutes:

1. Review of Friday January 31st 2020 incident

The incident which occurred on campus on January 31st was reviewed. The facts of the case were discussed and the responses made by Student Health Service (SHS) and Campus Services outlined. ST confirmed that the SHS had followed HSE protocol. She did highlight that contacting the student was difficult due to their use of a foreign mobile. Language was also an issue. PC outlined the Campus Services response to the incident and confirmed that in the event that an incident occurred out of hours Campus Services have the details of out of hours GP services. PW reported that he managed to get advice on the night from Public Health East which sped up the resolution of the case.

ST informed the group that when now dealing with students who contact the SHS about the virus that those with a foreign mobile telephone will be put directly through to a doctor rather than being called back so as to avoid a delay in the event that there are telephone issues.

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It was also noted that in the event of an actual case and the need to trace close contacts that this would be done by Public Health but that UCD could assist by ensuring that contact details for flatmates, classmates, etc. could be obtained from the staff / student databases. It was also noted that in the event of an actual case on campus UCD would advise students and staff who may have been in contact with the sufferer to make themselves known to HSE but to put themselves in isolation if they could until they received further information.

The Groups agreed that in the event that students needed to isolate themselves that they may require some form of pastoral care so Student Advisors should be advised of this potential. PC confirmed that catering services had been sourced who could also provide support to such students.

2. Overview of current HSE / HPSC advice

This was discussed and the need for UCD at all times to adhere to same was reinforced.

3. Advice from Confucius Institute

The advice to persons currently being issued by the Confucius Institute was noted as being at variance with that issued by the HSE. It was agreed that JL should liaise with same re. their messaging.

4. UCD current situation re. management of suspected cases

○ **Draft management of suspected cases in residences**

PC to draft updated response plan to a suspected case in Residences following recent events

○ **Overall response plan**

PC gave a short overview of the draft UCD Response Plan. Comments on same to be sent to PC.

5. Travel advisories / Hong Kong

PC updated the group on the current travel advisories and the fact that Hong Kong was still considered as ok to travel to. It was agreed that staff travelling to Hong Kong would be advised to exercise caution.

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6. ELG update / communication from subgroup

It was agreed that an updated communication be sent to staff and students with the most up to date guidance information available on the virus and a reminder that the SIRC Office website can be used as a central point for information gathering.

7. AOB

1. It was agreed that it would be useful if details could be gathered on the number of Chinese students on campus / having returned recently from China; and how many students UCD currently had in China.
2. It was suggested that the Dean of Students be put forward as a media spokesperson as and when required.
3. PC highlighted the cases / concerns of immunocompromised students / staff. It was agreed that PC would contact UCD DSS with the advice that if any of their clients were feeling concerned about the virus that they should contact their own treating physicians.
4. It was suggested that Schools may need to start contingency planning for a long term absence from China

Actions Arising

1. ST to contact the out of hours GP services to ensure they are aware of the protocols around coronavirus
2. PC to draft a new response document for a suspected coronavirus case based on the learnings from the January 31st incident and the discussions held during the meeting
3. JL to liaise with Student Advisors re. their involvement in dealing with a suspected case
4. JL to liaise with the Confucius Institute regarding their communications on the virus
5. All subgroup members to provide comments on the UCD Coronavirus Management Plan to PC as soon as possible
6. Staff travelling to Hong Kong to be advised to exercise caution
7. PC to arrange an updated email communication to staff and students
8. PC to contact Douglas Proctor to ascertain if details are available on Chinese student numbers
9. ST to provide PC with details of the equipment the SHS would need to manage a coronavirus case(s) on campus

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10. PC to contact DSS re. vulnerable students

Recommendations

1. It is recommended that the Dean of Students be put forward as a media spokesperson as and when required.
2. It is recommended that Schools need to start contingency planning for a long term absence from China

**Coronavirus Medicine Subgroup
Meeting No. 2 (Feb. 11th 2020) Minutes**

UCD Novel Coronavirus – Medicine Advisory Subgroup

Meeting No. 2 - February 11th 2020

1230hrs. Woodview House

In Attendance:

- **Professor Cecily Kelleher**, College Principal, College Of Health And Agricultural Sciences (Chair) (CK)
- **Professor Patrick Wall**, Professor Of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
- **Dr Sandra Tighe**, Director Of Student Health (ST)
- **Dr Peter Coulahan**, Director of SIRC (Secretary) (PC)
- **Dr Derval Igoe**, Specialist In Public Health Medicine (DI)

Circulation List

- Attendees
- **Professor Jason Last**, Dean of Students (JL)

Minutes:

1. Minutes of February 4th 2020

The minutes of the previous meeting were noted with no additions / corrections.

2. Review of Friday February 7th 2020 incident

ST gave an overview of the case from Feb. 7th whereby a student with coronavirus symptoms presented at the Student Health Service (SHS). Following on from this incident the SHS has refined its protocols for managing such students who may attend the service directly. ST took the group through the new protocol.

It was suggested that another email to students reminding of the need to contact Public Health for advice rather than attending a GP service would be useful.

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Meeting No. 2 (Feb. 11th 2020) Minutes**

3. Overview of current HSE / HPSC advice

DI confirmed that currently Public Health will follow up with suspected cases, even when they test negative, for up to 14 days after their return from China.

It was noted that UCD continues to adhere to HSE / HPSC advice.

4. UCD current situation re. management of suspected cases

○ **Draft management of suspected cases in residences**

The most up to date protocol was discussed and PC gave an overview of same.

○ **Overall response plan**

The most up to date response plan was discussed and PC gave a short overview of same.

5. Travel advisories

It was noted that the travel advisories issued by the Department of Foreign Affairs had not changed.

6. Targeted Communications

- It was suggested that another email to students reminding of the need to contact Public Health for advice rather than attending a GP service would be useful.
- It was considered that an all staff email with instructions as to what to do if a student approaches a staff member with symptoms of coronavirus could be counterproductive, the emphasis should remain on informing persons who have concerns about their health to call Public Health / GP for advice. This would apply to staff working at student facing 'desks' and similar.

7. AOB

- It was agreed that a large gathering of students in one place to provide information on the virus was not an appropriate action.
- It was agreed that a dedicated UCD Coronavirus Helpline was not required at this time

***Coronavirus Medicine Subgroup
Meeting No. 2 (Feb. 11th 2020) Minutes***

Recommendations

1. Issue another short email to students reminding of the need to contact Public Health for advice rather than attending a GP service.

**Coronavirus Medicine Subgroup
Meeting No. 3 (Feb. 18th 2020) Minutes**

UCD Novel Coronavirus – Medicine Advisory Subgroup

Meeting No. 3 - February 18th 2020

1230hrs. Woodview House

In Attendance:

- **Professor Cecily Kelleher**, College Principal, College Of Health And Agricultural Sciences (Chair) (CK)
- **Professor Patrick Wall**, Professor Of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
- **Dr Peter Coulahan**, Director of SIRC (Secretary) (PC)
- **Dr Derval Igoe**, Specialist In Public Health Medicine (DI)

Apologies

- **Dr Sandra Tighe**, Director Of Student Health (ST)

Circulation List

- Attendees & Apologies
- **Professor Jason Last**, Dean of Students (JL)

Minutes:

1. Minutes of February 11th 2020

The minutes of the previous meeting were noted with no additions / corrections.

2. Update on Friday February 7th 2020 incident

The student involved in this incident was taken into hospital on Friday Feb. 14th and released the following day following testing. She is due back at class from the 17th February.

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Meeting No. 3 (Feb. 18th 2020) Minutes**

3. Overview of current HSE / HPSC advice

DI indicated that the risk for Ireland had not changed but that it was under review with meetings to be held this week. She informed the group that the case definition for the virus had widened and that a fever on its own in the absence of respiratory illness was now deemed sufficient.

In advance of the meeting DI had provided the group with a link to Public Health's Contact Tracing Guidelines which have been made available to the public. It was noted that students who travel home from UCD will come under the auspices of their local Public Health Department re. contact tracing and management. It was also noted that in the event of a case within the UCD population that UCD would support Public Health in their contact tracing work rather than leading any process.

DI further informed the group that current procedure is for hospitalisation of all suspect persons being tested. There are no plans currently for a 'care in the community' type model of treatment.

It was noted that UCD would have difficulty in supporting a large number of ill persons in Residences if a care in the community model evolved following a disease outbreak. PC informed the group that Campus Services are working on a plan to free up a number of single occupancy en suite bedrooms for use if required

Overall the general advice to educational establishments and the public has not changed.

4. UCD current situation re. management of suspected cases

○ **Draft management of suspected cases in residences**

No change on previous protocol

○ **Overall response plan**

No change on previous protocol

5. Travel advisories

It was noted that the travel advisories issued by the Department of Foreign Affairs had not changed.

**Coronavirus Medicine Subgroup
Meeting No. 3 (Feb. 18th 2020) Minutes**

6. Targeted Communications

The group will keep a watch on emerging information and guidance from the HPSC especially in light of meetings being held this week and cascade any information as deemed appropriate to staff and students.

7. AOB

None

Recommendations

No further recommendations at this time.

**Coronavirus Medicine Subgroup
Meeting No. 4 (Feb.25th 2020) Minutes**

UCD Novel Coronavirus – Medicine Advisory Subgroup

Meeting No. 4 - February 25th 2020

1230hrs. Woodview House

In Attendance:

- **Professor Cecily Kelleher**, College Principal, College Of Health And Agricultural Sciences (Chair) (CK)
- **Professor Patrick Wall**, Professor Of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
- **Dr Peter Coulahan**, Director of SIRC (Secretary) (PC)
- **Dr Derval Igoe**, Specialist In Public Health Medicine (DI)
- **Dr Sandra Tighe**, Director Of Student Health (ST)

Apologies

- None

Circulation List

- Attendees & Apologies
- **Professor Jason Last**, Dean of Students (JL)

Minutes:

1. Minutes of February 18th 2020

The minutes of the previous meeting were noted with no additions / corrections.

2. Overview of current HSE / HPSC advice

DI informed the Group that the ECDC and Public Health had meetings scheduled for later that day / week and this would lead to updated advice following the cases in Italy.

It was noted that the use of self-isolation at home rather than in a hospital was likely to increase.

ST tabled a document outlining the fact that the SHS would not be in a position to manage ill students in residences. If UCD had large numbers of ill or isolated students in residences then assistance from external agencies would be required. The Group agreed that residences could only be used to house

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Meeting No. 4 (Feb.25th 2020) Minutes**

residents and that other cohorts of students would have to manage their own isolation. The residences are operated on a commercial basis and are not equipped for use as a medical facility. If hospitalisation or quarantine measures were required, this would be a matter for HSE and Department of Health. If a largescale or significant outbreak transpires, contingency planning might require campus closure.

It was agreed that UCD needed to plan for managing 'self-certification' of illness by staff and students if and when this becomes a likely scenario.

3. UCD current situation re. management of suspected cases

○ **Draft management of suspected cases in residences**

Protocol to be updated to reflect increased potential for self-isolation in residences.

○ **Overall response plan**

To be updated to reflect the fact that SHS would not be in a position to provide medical care to infected students in campus residences and that external assistance would be required in the event of a serious outbreak on campus.

4. Travel advisories

It was noted by DI that it was likely that the number of affected areas would increase following the meetings referred to in No. 2 above and that this would lead to updated travel advisories.

It was noted that for all University travel persons would need to apply the precautionary principle.

PC to monitor and update UCD travel advice accordingly.

5. Targeted Communications

The group will keep a watch on emerging information and guidance from the HPSC especially in light of meetings being held this week and cascade any information as deemed appropriate to staff and students.

PC to draft a note for staff who deal with students face to face re. infection control and basic hygiene standards.

**Coronavirus Medicine Subgroup
Meeting No. 4 (Feb.25th 2020) Minutes**

6. AOB

None

Recommendations

1. Staff need to apply the precautionary principle to all travel
2. UCD Residences can only be used to house residents and not wider cohorts of students
3. UCD to plan for managing 'self-certification' of illness by staff and students if and when this becomes a likely scenario.
4. Draft management of suspected cases in residences and overall response plan to be updated to reflect increased potential for self-isolation in residences.
5. PC to draft a note for staff who deal with students face to face re. infection control and basic hygiene standards.

**Coronavirus Medicine Subgroup
Meeting No. 5 (March 3rd 2020) Minutes**

UCD Novel Coronavirus – Medicine Advisory Subgroup

Meeting No. 5 – March 3rd 2020

1230hrs. Woodview House

In Attendance:

- **Professor Cecily Kelleher**, College Principal, College Of Health And Agricultural Sciences (Chair) (CK)
- **Professor Patrick Wall**, Professor Of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
- **Dr Peter Coulahan**, Director of SIRC (Secretary) (PC)
- **Dr Derval Igoe**, Specialist In Public Health Medicine (DI)
- **Dr Sandra Tighe**, Director Of Student Health (ST)

Apologies

- None

Circulation List

- Attendees & Apologies
- **Professor Jason Last**, Dean of Students (JL)

Minutes:

1. Minutes of February 25th 2020

The minutes of the previous meeting were noted with no additions / corrections.

2. Update on the Irish situation

DI gave the group an update on the Irish situation

**Coronavirus Medicine Subgroup
Meeting No. 5 (March 3rd 2020) Minutes**

- DI noted the positive case in North Dublin School and the resultant actions taken by the HSE / Public Health
- It was noted that every case was unique and that the steps advised / taken by Public Health were risk assessment based and dependent on the circumstances of each case.
- It was confirmed that currently all confirmed infections will be managed in a hospital setting
- The use of the National Ambulance Service to provide home testing where appropriate was also noted

3. Overview of current HSE / HPSC advice

- It was noted by DI that an asymptomatic 'contact of a contact' is not considered to be at risk of infecting others and can work as per normal, i.e. no need for self-isolation.
- It was noted that the WHO Monitoring data in China indicated that the risk of transmission during the asymptomatic phase was negligible to low.

4. Possible UCD Implications – closures / partial closures

- Contingency planning at a School / Unit level has commenced with the issuing of templates via the UMT
- All staff have to consider how they can work from home
- Measures are being taken re. use of remote meeting software, purchase of additional IT resources, etc
- The Registrar is working on contingency planning for exams

5. Travel advisories

- PC gave an update on current DFA travel advisories

6. Targeted Communications

- All staff and students have received an updated email.
- Posters have been issued and displayed throughout the campus. It was noted that SVUH ED were not happy with the advice to contact an ED in some circumstances but this advice is taken directly from the HSE and HPSC guidance and is accurate.

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Meeting No. 5 (March 3rd 2020) Minutes**

7. AOB

- The email from a staff member to the President around calculation of mortality rates and the need to close the campus was discussed. DI confirmed that the calculation of mortality rates in the middle of an epidemic is challenging and is known to be so. The Group did not consider that the closure of the campus was required at this stage.
- It was agreed by the Group that the UCD plan to vacate a set of apartments that could be used by well students engaged in self isolation was appropriate. Doing so would allow the university to more easily provide these students with welfare supports and would also take them out of shared apartment settings.

*Coronavirus Medicine Subgroup
Meeting No. 6 (March 10th 2020) Minutes*

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 6 – 10th March 2020
1230pm Woodview House

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)

Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)

Dr. Peter Coulahan, Director of SIRC (PC)

Dr. Sandra Tighe, Director of Student Health (ST)

Apologies:

Dr. Sandra Igoe, Specialist in Public Health Medicine (DI)

Professor Jason Last, Dean of Students

Circulation List

Attendees and Apologies

Minutes

1. 1 Minutes of March 3rd 2020

The Minutes of the previous meeting were noted with no additions/corrections.

2. Update on the Irish Situation

- In the absence of DI, CK gave an update on the Irish situation, with contributions from PW.
- It was noted there has been a sizeable increase in the number of cases in Ireland, with serious cases in Cork. CK is in regular communication with Prof Helen Whelton (UCC counterpart) for updates.
- A meeting will be taking place on 11th March 2020 at the Office of An Taoiseach with the Chief Medical Officer regarding the modelling of the disease and projections. It is expected this

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Meeting No. 6 (March 10th 2020) Minutes*

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1230pm Woodview House

meeting will also discuss economic consequences. Mr. John Fitzgerald (retired) ESRI is working with this group on a modelling plan. (PW)

3. Request from the HSE to UCD SPHPSS to assist with helpline and contact tracing procedures.

- Following a request from the HSE to UCD SPHPSS to assist with helpline and contact tracing procedures, PW will liaise with DI on this, and an Expression of Interest will be circulated amongst the appropriate student and staff cohorts. PW will conduct the training and student volunteers would receive payment and indemnity cover directly from the HSE. Approximately 25-50 volunteers would be recruited from UCD with other universities offering the same. (CK&PW)
- ST advised the meeting that Student Health Services would remain operational, albeit at a reduced level and with necessary precautions in place. Protocols will be put in place to reduce risk of infection, e.g. replace person-to-person consultations with video/telephone consultations where possible, protective clothing to be worn, screenings to be done at reception. (ST)
- The Medicine Subgroup received a number of queries from Schools/Units across the university regarding the cancellation of organised events. It was agreed at the meeting that non-essential events should be cancelled at this time, e.g. College of Science Transition Year Open Evening, Graduate Research Seminar, Annual Awards Ceremony, Women's Day Coffee Morning. This decision will be put forward for endorsement by the meetings of the UMT/ELG on Friday, 13th March.

4. Overview of HSE/HPSC advice

- HSE advising people travelling from affected areas to remain at home for 14 days.
- Current updates, definitions, etc available on

<https://www2.hse.ie/conditions/coronavirus/coronavirus.html>

<https://www.hpsc.ie/a-z/respiratory/coronavirus/novelcoronavirus/>

5. Possible UCD implications - closures/partial closures

- Apartments are available on the Belfield (Roebuck Hall) and Blackrock (Proby) campuses if the need arises for self-isolation of students (Roebuck Hall) or staff (Proby). In the event these apartments are used for self-isolation all measures will be taken to protect the individuals' identity.
- Diagnosed cases will be admitted to hospital, not housed on campus.

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1230pm Woodview House

- In the event of a case on campus specified buildings/floors will be closed and decontaminated. Contact has been made with two specialised cleaning companies should they be required on campus. (PC)
- All workers are expected to continue as usual until the Government makes an announcement. A decision regarding campus closure is expected from UMT on Friday.
- Students or staff with respiratory or underlying health issues should speak with their HoS/line manager regarding attendance on campus and what alternative arrangements can be made.

6. Travel advisories – update

- Decisions on travel should be made on the basis of the destination.

7. UCD Communications Update

- A coordinated communications approach is to be developed and responses will be collated.

8. AOB

- Avoid using shared lab equipment where possible (e.g. microscopes)
- Avoid unnecessary meetings

Date of Next meeting: **Tuesday 24th March at 12.30pm**, CK Office, Woodview House

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 7 – 24th March 2020 @ 1230pm
Teleconference Dial 01-664-8888 Participant Pin: 964454#

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
Dr. Peter Coulahan, Director of SIRC (PC)
Dr. Sandra Tighe, Director of Student Health (ST)
Ms. Beth Kilkenny, College of Health and Agricultural Sciences
Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Apologies:

Dr. Derval Igoe, Specialist in Public Health Medicine (DI)

Circulation List:

Attendees and Apologies
Professor Jason Last, Dean of Students

Minutes

1. Minutes of previous meeting and matters arising

The Minutes of the previous meeting were noted with no additions/corrections.

Next week’s meeting will take place on Zoom, MOC will issue invite.

2. Likely response to a positive case on campus (student body).

Develop FAQs.

International students who have returned to their home countries should:

- Liaise, in the first case, with their PH system and follow their guidance,
 - Advise close contacts back in UCD, e.g. flatmates, who should follow Irish PH advice and self isolate.
 - Advise UCD. If necessary email to covid19centre@ucd.ie which will feed into HSE database.
3. Communication to UCD Community around what will happen if there's a positive case (staff); what to do if you know a colleague is being tested.

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup

Meeting No. 7 – 24th March 2020 @ 1230pm

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- Follow HSE guidelines – self isolation, social distancing. Anyone awaiting test results should assume positive result and self-isolate.
 - Alert close contacts/family members.
 - Advise HoS/line manager if tested positive so HSE contact tracing can be supported if required.
 - HoS/PIs/Heads of Unit must reinforce social distancing and PH guidance.
4. Communication re. enforcing the need to maintain good social distancing on campus and change working arrangements to ensure best practice is being observed
- This document circulated by PC yesterday was agreed by the Medicine Sub-Group and should be published with approval of Jason Last and noting by the Monitoring Group/UMT.
5. Use of Residences by HSE / Hospitals
- UCD is still an operating university and place of business delivering education to students, albeit at distance/online. UCD must provide accommodation to registered international students who remained in Ireland, as well as domestic students unable to return home due to vulnerable family members.
 - We need to determine the number of students still resident on campus and in what buildings.
 - The Medicine Sub-Group agreed it is not advisable for UCD residences to be given over for use by HSE while still occupied by well students. Estates will discuss with HSE/IEHG what they require. PJ Barron and PC are examining contingency options for clearing blocks required for self-isolation and providing student supports.
 - Possibility to commandeer hotels– ensuite rooms, available catering, easier for health care workers to provide medical back-up and to manage containment.
- 5.a Possible alternative uses of UCD residences also to be considered:
- Accommodation for frontline health care workers who are unable to return home due to other vulnerable family members;

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup

Meeting No. 7 – 24th March 2020 @ 1230pm

Teleconference Dial 01-664-8888 Participant Pin: 964454#

- 2nd year student nurses on placement and unable to return home due to vulnerable family members or now without accommodation.

6. Residences' behaviour

- Concerns have been raised regarding students in residences not adhering to HSE guidelines on social distancing and big group gatherings. A number of (farewell) parties appear to have taken place.

7. Advice and information from the Student Health Service

- Overall, the document created by ST was approved and should be developed into an information leaflet, and included with FAQ . ST to agree wording with Douglas Proctor for international students still in Dublin.

8. Student Access to drive through testing

- ST is waiting for DI to respond to queries about how students without cars can access drive-through testing centres. Testing conducted at drive-through centres are swab tests and these deteriorate quickly (PW).

9. AOB

- Deep cleaning should be carried out on rooms/apartments where there have been confirmed/suspected cases. PC to consult DI on any HSE guidelines
- Liaise with Eilis O'Brien/Communications Office about any messages/communications being issued.
- CK acknowledged the success of the call centre being managed by PW. PW thanked and acknowledged the speed and efficiency of PC and his team in facilitating the set-up of the call centre.

Date of Next meeting: **Tuesday 31st March at 12:30pm on Zoom** (MOC will issue invitation)

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 8 – 31st March 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/610723364>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
Dr. Peter Coulahan, Director of SIRC (PC)
Dr. Sandra Tighe, Director of Student Health (ST)
Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees and Apologies
Professor Jason Last, Dean of Students

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were noted with no additions/corrections.
2. Likely response to a positive case on campus.
 - No new diagnosed cases reported on campus.
 - 2 students in self isolation in Residences.
3. Communication to UCD Community on:
 - Occurrence of positive case(s) – staff/student
 - Guidelines developed and in place for diagnosed positive cases.
 - Social distancing
 - Reduction in number of people on campus since beginning of this week.
 - Changes to working arrangements
 - Wider guidelines for staff working from home being developed and were under discussion by UMT today. (CK)

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 8 – 31st March 2020 @ 1230pm

Zoom Link: <https://zoom.us/j/610723364>

- Letters, by ELG, authorising access to campus must be restricted to staff completing essential services only. (PC)
- Student Health Services staff still on campus but with reduced numbers on site at the same time. Efforts are ongoing to enable staff to work remotely (e.g. laptops being encrypted, etc.)
- While there has been a significant reduction in number of calls being received SHS will retain a reduced physical presence on campus. (ST)
- Some resistance by students to being relocated to facilitate centralising services to students. (PC)
- The call centre is still up and running and manned by volunteers - staff and students. A rostering system is in place to ensure that study time is not being affected for students. (These volunteers are employed and indemnified by the HSE.)
- The call centre is: a) operating as a call centre; b) training volunteers for other call centre; and c) road testing the IT system the HSE is using.
- Volunteers at the NVRL are entering results and phoning people who have tested negative.

4. Use of Residences by HSE / Hospitals

- Last week PJ Barron (Estate Services) followed up with IEHG regarding their request for use of UCD Residences and they advised that other options were also being explored. Subsequently, the Citywest hotel (capacity 450ppl) was selected to accommodate people diagnosed with Covid19 but don't require hospitalisation. There may be a future need for UCD Residences.

5. Residences' Update

- Number of students in Residences reduced to mid-hundreds at this point, with many students returning home.
- There have been a few cases of unauthorised visitors staying in Residences and this is being addressed.

6. AOB

- None

Date of Next meeting: **Tuesday 7th April at 12:30pm on Zoom** <https://zoom.us/j/610723364>

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 9 – 7th April 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/610723364>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
Dr. Peter Coulahan, Director of SIRC (PC)
Dr. Sandra Tighe, Director of Student Health (ST)
Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees and Apologies
Professor Jason Last, Dean of Students

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were noted with no additions/corrections.
2. Likely response to a positive case on campus.
 - No new diagnosed cases reported on campus. One nursing student, on placement, tested positive. Traced through contact tracing and not on campus.
 - 4/5 students in self isolation in Residences.
3. Chair’s Update:
 - Student Nurses on Placement
 - Stages 1 and 2 student nurses were taken out of placement by UCD last Friday (3rd April). HSE formally announced removal of student nurses from placements, to be completed by Friday, 10th April.
 - A new care assistant programme is being rolled out by the HSE and student nurses will be eligible to apply. Partial accreditation will be awarded for this in lieu of placement. CORU reviewing accreditation arrangements for Radiography, Physiotherapy and Human Nutrition and Dietetics students and each school is managing the situation with their cohort of students individually.
 - David Kelly and Donal Doolan prepared a report for the IUA on crisis support activities being carried out by UCD, including the call centre, NVRL testing, staff volunteering at St.

Minutes

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Meeting No. 9 – 7th April 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/610723364>

Vincent's University Hospital, research activity. PC will liaise with DK and DD regarding additional work (outside of normal UCD work) being carried out on campus at this time and any potential future implications that might arise.

- The possibility of UCD staff being seconded away from the university is under review by UCD HR.
- In response to a letter from Oonagh Buckley, Secretary General at the Department of Justice and Equality, the Medicine Sub-Group was in favour of supporting the request to accommodate circa 50 University of Sanctuary students from Direct Provision in UCD Residences. The students concerned are UCD registered students. If university agrees to this request, it was agreed that this cohort of students should be:
 - Allocated places in line with the Residence policy.
 - Risk assessment prior to admission should follow standard HSE guidelines on Coronavirus
 - Accommodated under this initiative until the end of the current trimester.
- Approx. 500 letters authorising access to campus issued.

4. Use of Residences by HSE / Hospitals

- The Medicine Sub-Group agreed that any future request for accommodation for student nurses volunteering on the care assistants programme should be supported positively. All requests will be reviewed as previously.

5. Roundtable Update

- Residences (PC)
 - Approx. 400/500 registered students still resident on campus.
 - The number of students returning to Residences has increased for study purposes/access to internet.
 - General behaviour has improved substantially.
- Student Health Services (ST)
 - Increased activity this week, with more students making contact.

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UCD Novel Coronavirus – Medicine Advisory Subgroup
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Zoom Link: <https://zoom.us/j/610723364>

- SHS website updated to advise students that normal services available even if the campus is closed.
- Public Health (PW)
 - Call centre continues to operate well.
 - Sample swabs being shipped to Germany for testing.
 - ENFER laboratory in Kildare introducing a new testing system to support NVRL.
 - Due to global demand Roche has introduced rationing of kits.
- 6. AOB
 - None

Date of Next meeting: **Tuesday 14th April at 12:30pm on Zoom** <https://zoom.us/j/610723364>

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 10 – 14th April 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/610723364>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
Dr. Peter Coulahan, Director of SIRC (PC)
Dr. Sandra Tighe, Director of Student Health (ST)
Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees and Apologies
Professor Jason Last, Dean of Students

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were noted with no additions/corrections.

2. Likely response to a positive case on campus.
 - Student Health Services have been notified of a UCD student who tested positive. The student is not based in Dublin and was not on campus since University closure; no risk potential on campus. *Action:* ST and PW will liaise to ensure student details are logged in the HSE system.

3. Chair’s Update:
 - Student Nurses employed as Care Assistants:
 - The precise number of student nurses applying for the care assistant programme is not known; currently SNMHS is aware of just 2 students seeking accommodation. UCD (Prof. G Fealy, Nursing) will ask students if they are to receive HSE accommodation and revert. *Action:* CK to liaise with Gerard Fealy on this request.
 - The Department of Justice is housing nursing home care workers in Airbnb accommodation.
 - The accommodation of circa 50 University of Sanctuary students from Direct Provision in UCD Residences is unlikely to proceed; the DoJ&E did not outline a

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clear process to facilitate the request and the transfer of students from DP centres to UCD would arguably be in breach of the current PH guidelines of 2km movement radius from current residence.

- On Friday, 10th April, Dr Cillian de Gascun of UCD NVRL signed a Letter of Intent with HSE and GMI to support Covid-19 Diagnostics with clinical indemnity in place.
- There will be a virtual graduation for final year Medicine students. Date to be confirmed.

4. Use of Residences by HSE / Hospitals

The UCD Residences are still in operation with upwards of a thousand students following Public Health guidelines including safe distancing. The potential for cluster outbreaks in all institutional settings remains significant. UCD remains open to any HSE or IEHG request for accommodation but Hotels may provide superior facilities from a self-isolation perspective.

- The Medicine Sub-Group remains open, in principle, to supporting future requests for accommodations for UCD students, providing that PH guidelines and risk assessment procedures are observed. Requests will be reviewed on a case-by-case basis.
- A query from the Sunday Business Post regarding use of UCD Residences was addressed by UCD Communications over the weekend.

5. Roundtable Update

- Residences (PC)
 - There were a small number of incidents of student groups congregating (in Residences) over the weekend.
 - It would be considered preferable to seek alternative, suitable, accommodation for front line workers in order to keep students in UCD Residences healthy and clear of risk of infection.
- Student Health Services (ST)
 - As a result of Occupational Health staff in hospitals being redeployed to contact tracing, SHS have been contacted and asked to carry out intern pre-health checks. These health checks consist primarily of bloodwork and can be carried out by SHS. *Action:* ST will correspond with Dermot Power, School of Medicine, as this request progresses.
- Public Health (PW)

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- The UCD-based HSE call centre continues to operate well, with strong enthusiasm and a good sense of collegiality and support amongst the volunteers.
- The HSE has hired EY to assess the long term, continued need for call centres and how they would operate. There are currently approx. 6 call centres now operating nationwide.

6. AOB

- None.

Date of Next meeting: **Tuesday 21st April at 12:30pm on Zoom** <https://zoom.us/j/610723364>

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 11 – 21st April 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/610723364>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
Dr. Peter Coulahan, Director of SIRC (PC)
Dr. Sandra Tighe, Director of Student Health (ST)
Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees and Apologies
Professor Jason Last, Dean of Students

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were noted with no additions/corrections.
2. Likely response to a positive case on campus.
 - Nothing to report.
3. Chair’s Update:
 - Occupational Health Assessment
 - UCD, and a number of other universities, have agreed to carry out the final year med/pre intern health checks. ST has had meetings with colleagues in the other universities and it is agreed interns will provide a self-declaration on wellness. Standardised tests will cover HepB/C, MMR. Other testing may be required, e.g. latent TB. The HSE will cover costs of testing. UCD is expecting to complete tests for approx. 170 interns from the central application with the 1st group arriving in May.
 - Preparations for institutional reopening
 - UMT is discussing what approach the university may take for reopening the campus, which will be guided by HSE/PH guidelines, and if the government expects

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universities to re-open. A dedicated Working Group may be established to guide the reopening of university. Several factors, including resource implications, will need to be taken into consideration, such as:

- Staggering shifts
 - Clear Public Health messaging regarding social distancing, hand washing, etc.
 - Ensuring adequate space available to enable 2m distancing in shared work spaces
 - Safety of employees travelling to campus by public transport
 - Availability of accommodation facilities for international students who may need to quarantine upon arrival
- An assessment tool has been developed to assess suitability of students returning to UCD Residences. This is not a formal screening or diagnostic tool but is helpful check-list. This system is appropriate for small number assessment only, but would be logistically challenged to handle large-scale applications when residences re-open in autumn.

4. Roundtable Update

- Residences (PC)
 - Approximately 1000 staying in UCD Residences since a number of students have returned to study for exams/access better broadband.
- Student Health Services (ST)
 - Students have been communicated with regarding ongoing operations at SHS and access to services.
 - Considering ways by which in-person consultations may recommence, e.g. installation of Perspex screens, or use of plastic visors.
- Public Health (PW)
 - The call centre continues to provide vital and highly proficient service.
 - The long term sustainability of the provision of service by centre 'volunteers' (including many senior researchers and academics) will have to be reviewed,

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including its future location. It was suggested that the operational cost, to UCD, of running the centre on campus be quantified and possibly charged to the HSE.

- Dr Sarah Doyle (from Killian McGrane’s team) is the primary PH representative on campus.

5. AOB

- Virtual graduation for final year medical students will take place on 1st May.

Date of Next meeting: **Tuesday 28th April at 12:30pm on Zoom** <https://zoom.us/j/610723364>

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 12 – 28th April 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/610723364>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
Dr. Peter Coulahan, Director of SIRC (PC)
Dr. Sandra Tighe, Director of Student Health (ST)
Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees and Apologies
Professor Jason Last, Dean of Students

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were considered accurate and were adopted.
2. Likely response to a positive case on campus.
 - Nothing to report.
3. Chair’s Update:
 - The UMT (meeting 28/04/2020) has requested feedback from the Medicine Subgroup on a number of points pertaining to the restricted reopening of campus facilities.
 - Any reopening of campus facilities will be guided by HSE/PH guidelines, and an announcement on current lockdown restrictions is anticipated for Friday from Government and PH officials. UCD intends to be a leader in providing a safe work place for employees to return to and papers are being prepared by a number of units (e.g. HR, Research, Bursar’s Office) to address measures and procedures that would need to be in place to deliver this.
 - The Medicine Subgroup supported the ‘pod’ concept as part of the reopening scenario, as well as the use of masks or visors in laboratory environments. While there is no official definition for ‘pods’ for UCD purposes it would be deemed as teams of 5-6 people adhering to social distancing guidelines. Pods can refer to any

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UCD Novel Coronavirus – Medicine Advisory Subgroup
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secluded group or facility and the CDC uses the term point of dispensing systems. Units like NVRL and Lyons Farm are operating split shift systems. At Enfer placement students are organised in pod teams of six, PW calls these teams “like peas in a pod”.

Action: CK will report back to UMT on Medicine Subgroup support of ‘pod’ concept and PC will report to relevant committees (eg. HR).

- Other considerations for institutional reopening
 - Ask staff for suggestions on how to deliver the ‘campus experience’ to students who are on campus but not getting the face-to-face teaching experience. This could include a ‘staggered campus’ which would operate a 24/7 week. **Action: PC to bring to UCD HR unit meeting on 29/04/2020.**
 - As an incentive to international students UCD might consider offering *rapid diagnostic testing*. This could be indicated for healthy/well international students arriving at UCD required to self-isolate, or suspect cases, with tests being fast tracked through to the UCD-based call centre. Accommodation requirements for such students (e.g. the 14 day self isolation) would have to be factored in – availability of residences space, supports from Campus Services, etc.
 - CK followed up this suggestion also with NVRL. Feasible in principle once capacity testing capability is reached and a secure tracking system from referral through sampling, analysis and results is put in place.
 - Further discussion required on eligibility criteria. Clinical and public health back-up should be in place as per standard protocols.
 - At an RUMC Board meeting this week, it was agreed that Malaysian students arriving in Dublin, in October, may be required as condition of entry to Ireland to complete a 14 -day self-isolation. UCD Residences will be approached about this by School of Medicine.

4. Use of Residences by HSE / Hospitals

- No new requests, no new updates.

5. Roundtable Update

- Residences (PC)
 - Orders of hand sanitisers and wipes are on the way.

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UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 12 – 28th April 2020 @ 1230pm

Zoom Link: <https://zoom.us/j/610723364>

- International students expected on campus for T1 with courses delivered through blended learning.
 - Student Health Services (ST)
 - Stages for carrying out intern pre-health checks being set up. UCD Legal has raised some concerns (around indemnity and data processing) which are being ironed out. SHS expects they will test about 200 interns.
 - Public Health (PW)
 - The call centre requires greater admin support and the possible redeployment of admin staff will be discussed with Dean of Science Joe Carthy.
 - UCD is currently operating the call centre as an act of goodwill and volunteer contribution to the national crisis. If the call centre is to continue to operate on a longer term, more permanent, basis a formal SLA and fee structure needs to be investigated. CK will ask Grainne Keane to devise a potential financial model that could be applied, similar to other entities on campus, including e.g. MBRS, NVRL, NNSC and Cystic Fibrosis Registry.
6. AOB
- The Bursar, David Kelly, is looking at a number of providers for the procurement of masks.

Date of Next meeting: **Tuesday 5th May at 12:30pm on Zoom** <https://zoom.us/j/610723364>

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 13 – 5th May 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/610723364>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)

Dr. Peter Coulahan, Director of SIRC (PC)

Dr. Sandra Tighe, Director of Student Health (ST)

Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Apologies

Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)

Circulation List:

Attendees and Apologies

Professor Jason Last, Dean of Students

Dr Derval Igoe, Specialist in Public Health Medicine, HPSC

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were considered accurate and were adopted.
 - It was noted that Dr. Derval Igoe has returned full time to the HPSC in response to the Pandemic and is temporarily no longer based at NRVL. She is happy to continue to be consulted by the Medicine Subgroup and receive meeting information.
 - In relation to rapid diagnostic testing of international students arriving at UCD in the Autumn, it is expected that additional labs will be operating by then so extra capacity would be available. A mechanism will need to be developed to identify samples as UCD students and the question of where actual testing would be carried out will also need to be considered. The facility at Clonskeagh may still be in operation.

2. Likely response to a positive case on campus.
 - Nothing to report.

3. Chair’s Update

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UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 13 – 5th May 2020 @ 1230pm

Zoom Link: <https://zoom.us/j/610723364>

- The UMT (meeting 05/05/2020) requested feedback from the Medicine Subgroup on the draft document circulated by Peter Coulahan on the '*Guide to Campus Reoccupation & Covid 19*'.
 - Overall, the Medicine Sub-Group approves of this guide, with the following feedback.
 - In response to PW's concern about air circulation PC clarified that clean air is pumped in from outside and is not recirculated to labs/offices/classrooms. Air that is extracted through fume hoods, for example, is expelled - not filtered and recirculated.
 - 'pods of one' or lone working pods would be allowed (with approval from their line manager/HoS/Unit) as long as these individuals adhered to social distancing guidelines outside their work space (e.g. social distancing when passing in corridors, etc.).
 - The HSAI has not provided any occupational health guidelines as COVID 19 is deemed a public health issue rather than an occupational health matter.
 - PC will consult with DI for relevant input and will draw up lab safety notices. (Action PC)
 - PC will schedule a zoom meeting with Tristan Aiken (HR), David Kelly (Bursar), Orla Feely (UCD Research) and Cecily Kelleher (CHAS CP and Medicine Sub Group) to discuss protocols to enable 'essential' research activities to resume on campus. (Action PC)
4. Use of Residences by HSE / Hospitals
- No new requests, no new updates.
5. Roundtable Update
- Residences / Campus (PC)
 - Visors on order (for employee use).
 - Risk assessments being submitted to PC in relation to critical lab/fieldwork for approval.
 - Gardai were called to manage anti-social activity on campus (by non UCD community) over the weekend.

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UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 13 – 5th May 2020 @ 1230pm

Zoom Link: <https://zoom.us/j/610723364>

- Small group gatherings at Residences were dispersed.
- PC will talk to PJ Barron (Estate Services) regarding availability of Residences in Autumn for use by international students who may be required to do 14-days self-isolation on arrival in the country.
- Student Health Services (ST)
 - Necessary paperwork is being prepared ahead of the health checks for approx. 200 interns which will start tomorrow (6th May).
 - Requests for COVID19 testing has dropped significantly and there is only a trickle of other general health requests.
 - The impact of COVID19 on the 5-year plan will need to be revised.
- Public Health (submitted to CK by PW)
 - The UCD-based HSE call centre has been capable of handling three levels of calls since establishment. High demand continues at the call centre.
 - Interested 'volunteers' should be directed to contact Dr Mary Codd (covid19centre@ucd.ie). PW suggests that additional students who may 'volunteer' over the summer should be paid, as per the care assistant model for student nurses for instance.
 - The current arrangement with the HSE may need to be revisited in the event the call centre is to continue to operate in the intermediate/long term. CK circulated a briefing document summarising its current governance to PW, Mary Codd and Catherine Blake. Any SLA proposal would require input from UCD Legal and Finance before being submitted to the HSE.

6. AOB

- None

Date of Next meeting: **Tuesday 12th May at 12:30pm on Zoom** <https://zoom.us/j/98294690394>

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 14 – 12th May 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/98294690394>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
Dr. Peter Coulahan, Director of SIRC (PC)
Dr. Sandra Tighe, Director of Student Health (ST)
Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees, **Professor Jason Last**, Dean of Students, **Dr Derval Igoe**, Specialist in Public Health Medicine, HPSC

Minutes

1. Minutes of previous meeting and matters arising
 - A minor correction was made to the Minutes of the previous meeting, which were otherwise, considered accurate and were adopted.
2. Likely response to a positive case on campus.
 - Nothing to report.
3. Chair’s Update
 - In response to a query from Peter Coulahan regarding the return to workplace by pregnant employees it was agreed that HSE occupational health guidance for pregnant workers, as forwarded by DI, should be followed (<https://www.hpsc.ie/a-z/respiratory/coronavirus/novelcoronavirus/guidance/occupationalhealthguidance/Pregnant%20HCWs,%20Vulnerable%20HCWs&%20Other%20HCWs%20with%20Pre-existing%20Disease.pdf> and this references the IOG guidelines at <https://rcpi-live-cdn.s3.amazonaws.com/wp-content/uploads/2020/05/COVID19-pregnancy-Version-4-D2-final.pdf> – page 56 of updated guidance.)
 - Pregnant women are not considered to be at greater risk of infection but where possible UCD should facilitate them working from home, and they should consult their physician ahead of returning to work.

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 14 – 12th May 2020 @ 1230pm

Zoom Link: <https://zoom.us/j/98294690394>

4. Reoccupation of campus and protocols for return to work place

- The sub committee - Tristan Aiken (HR), Peter Coulahan, (SIRC), David Kelly (Bursar), Orla Feely (UCD Research) and Cecily Kelleher (CHAS CP and Medicine Sub Group) - met to discuss the paper prepared by PC guiding reoccupation of the campus. The core principles therein, on social distancing, work pods and continued working from home, were agreed with and the document was updated regarding air circulation. A 2nd draft of the guide will be reviewed by UMT tomorrow (13/5/2020).
- Sample visors from 3 different manufacturers were considered by PW, David Kelly (Bursar) and Gary Smith (Estate Services) and a large order (approx. 30,000) of the most robust option is to be placed. Visors will not replace masks which may also be worn in specific circumstances.
- Staff returning to campus will stay within their assigned work/team pods during work hours and are expected to act responsibly and continue to adhere to HSE guidelines outside the work environment and remain within their 'home pod' settings.
- Every effort will be made to comply with the recently released [National Return to Work Safely Protocol](#). The SIRC office will make risk assessment templates and training modules available online. ELG members will act as Compliance Officers or may choose to nominate a member of their Unit to this role. Compliance Officers will register with SIRC.

5. Roundtable Update

- Residences / Campus (PC)
 - A number of ensuite bedrooms will be held for the use of international students required to self-isolate (if measure is introduced by government). Estate Services will provide support in terms of food deliveries, etc.
 - The East/West Halls in Blackrock have shared catering and sanitation facilities. Where these Halls are assigned to incoming students it is suggested the catering facilities will be closed and/or bathrooms will be assigned to 'pods' of students. These Residences will not be assigned to 'at risk' students.
 - Richard Brierley (Estate Services) is managing applications to UCD Residences from Leaving Cert students. A high degree of flexibility is being allowed for take up/drop out.
 - A T&L sub-committee led by the Registrar and Prof. Marie Clarke is looking at the impact of the cancellation of the Leaving Cert exam and the use of predictive grades for 6th year students. This sub-committee will also consider numbers of students

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that may be allowed in to lecture theatres/class rooms at a time (e.g. 15% capacity of a tiered lecture theatre, 20% of a flat one).

- A separate sub-committee is reviewing student mobility both into and out of UCD. Both factors will impact numbers of students applying to and taking up residence in UCD Residences.
- Student Health Services (ST)
 - The SLA with the HSE for intern occupational health checks will be signed and completed today.
 - The Self-Assessment Form, developed by PC, may become part of a students' central registration process, with any forms with 'yes' boxes ticked being flagged to SHS at Programme Office level. **Action:** CK will raise this with the Registrar and Jason Last.
- Public Health (PW)
 - The demand on the call centre has died down and the roster has been reduced.
 - Good protocols and processes are set up for this call centre if it is to continue operating in the future. PW, Mary Codd and Catherine Blake are continuing to develop an SLA for such an event.

6. AOB

- None

Date of Next meeting: **Tuesday 19th May at 12:30pm on Zoom** <https://zoom.us/j/98294690394>

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 15 – 19th May 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/98294690394>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)

Dr. Peter Coulahan, Director of SIRC (PC)

Dr. Sandra Tighe, Director of Student Health (ST)

Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees, **Professor Jason Last**, Dean of Students, **Dr Derval Igoe**, Specialist in Public Health Medicine, HPSC

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were considered accurate and were adopted.
 - Matters arising
 - Peter Coulahan was thanked for the extensive work he put into preparing the comprehensive document ‘*Guide to Campus Reoccupation and Covid 19*’. This Guide has been accepted by UMT and will act as the blueprint for further developments in campus and facilities access.
2. Likely response to a positive case on campus.
 - Nothing to report.
3. Chair’s Update
 - ACEC will discuss proposed, potential start dates of the 7th or 21st September for T1 2020/21.
 - The campus will be required to adhere to national guidelines on social distancing and group numbers. Where students will be on campus social distancing mechanisms will need to be developed and implemented. UMT discussed the possibility of compartmentalising modules and using the pod system, with students being assigned to ‘*pod teams*’. E.g., a class of 200 students would be broken into 4 groups of 50, with

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UCD Novel Coronavirus – Medicine Advisory Subgroup
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each group being further broken into 10 pods of 5. Members of *pod teams* would still be required to practice (2m) social distancing.

- Clinical programmes will follow protocols currently being practiced in hospitals and other health care settings.
- Following the decision to use predictive grading for the Leaving Cert it is now expected there will be a synchronised start date for all students, from 1st year upwards.
- The suggestion of reducing social distancing to 1m on campus was considered and it was agreed the 2m distancing will remain in place, until deemed otherwise by government.

4. Reoccupation of campus and protocols for return to work-place

- Over 200 Return to Work applications were received by SIRC. Sign off on these applications was allocated to ELG members (and CPs where the application is from an ELG member). Only those applications with NO answers to covid19 symptoms or illness will be processed.
- PC has received requests from specific labs to expand the *pod* capacity to 15. It was generally felt 15 was too large a size for a pod and suggested that these pods should be subdivided into small pod teams on a bench basis.
- Requests have been submitted to PC, by a number of researchers for international travel to undertake fieldwork. These requests will be considered on a case by case basis and will be directed to Orla Feely as VP for Research and Innovation.

5. Roundtable Update

- Student Health Services (ST)
 - The last of the intern occupational health checks are being carried out.
 - SHS are exploring structures and protocols that can be put in place to provide safe and effective patient care, while also recognising staff safety and schedules/obligations.
- Public Health (PW)
 - PW shared information from IT Solutions on digital delivery of information and assistance to current and prospective students. It is anticipated that Brightspace will continue to be used as the platform used by UCD.
 - PW is involved in a pilot programme being run at a local GAA club preparing for reopening and will share information on the types of signage and advice that will be

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displayed in public areas. Similar signs and information may be considered for use on campus by Estate Services. He will also update on outcome of the research project in West Cork care home.

- A zoom meeting to discuss the future of the UCD-based HSE call centre is scheduled to take place on Thursday, with Catherine Blake, PW, CK and Mary Codd. The space currently being used (ALE rooms in O'Brien Centre for Science) are primary teaching spaces which have been made available to this purpose during lockdown. The Sports Centre or suites in ORH were also identified as possible options but these will also be considered as part of the campus teaching capacity.

6. AOB

- None

Date of Next meeting: **Tuesday 26th May at 12:30pm on Zoom** <https://zoom.us/j/98294690394>

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 16 – 26th May 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/98294690394>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
Dr. Peter Coulahan, Director of SIRC (PC)
Dr. Sandra Tighe, Director of Student Health (ST)
Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees, **Professor Jason Last**, Dean of Students, **Dr Derval Igoe**, Specialist in Public Health Medicine, HPSC

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were considered accurate and were adopted.
 - Matters arising
 - The 2 metre vs 1 metre social distancing debate continues and any reduction would have impact on the planning for return to campus of staff and students. The reproduction rate of covid19 could be considerably impacted by a reduction to 1 metre.
 - The concept of pods also continues to be discussed, in particular circumstances in which the pod size can be increased from 6 (to approx. 8).
2. Likely response to a positive case on campus.
 - Nothing to report.
3. Chair’s Update
 - The adoption and circulation of the ‘*Guide to Reoccupation of Campus and Covid19*’ has raised the profile of the Medicine Sub-Group and the work it is doing.
 - Preparations for the return of students/staff to campus are moving at pace. While programmes will largely be delivered online some small group face-to-face teaching is

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also anticipated. There are about 80 rooms on campus that have capacity to hold between 8 and 20 people with social distancing guidelines being observed.

- The 2-hour close contact exposure matter will also be a factor.
- The possibility of adapting and incorporating the back to work checklist for student use is being looked into also.

4. Reoccupation of campus and protocols for return to work-place (PC)

- Approximately 800 Return to Work applications have been approved. The biggest take up has been in Science, Medicine and Vet. The system has seen between 120-150 people signing in/out daily.
- Agreement has been reached with a number of research units (Conway, Charles and SBI) to increase pod sizes to 8 while still adhering to social distancing measures. Labs that operate under full PPE do not also need to have social distancing in place, and/or have compatible measures in place e.g. NVRL/MBRS.
- The possibility of increasing pod size will be reviewed again in Phase 3 and depending on reproduction rates of the virus.
- The definition of 'close contact' may change if social distancing moves from 2metres to 1 metre – the 15mins within 2 metres as definition of close contact still applies.
- The 'Guide to Reoccupation of Campus and Covid19' is largely guided by National guidelines but includes additional steps to reassure staff, returning to the campus, that their safety and health is considered a priority.
- The SIRC office has received a proposal for an on-campus bootcamp style activity from Brian Mullins.
- A request has been received from a non-UCD agency to bring between 50-60 nurses from India to campus in the summer for approx. 3 weeks. They will be undertaking a training course off site and UCD have been asked to provide them with accommodation. The nurses will be tested for Covid 19 before travel, and will be supported in isolation by the host agency (HSE/CPL) for two weeks whilst they undergo quarantine. This recruitment drive by the HSE takes place annually and these nurses will take up positions in the Irish health system post training. The Medicine Sub-Group has no objection to this proposal provided medical and pastoral care is managed by the host agency.
- SIRC has received queries about the installation and use of Perspex screens in offices where 2 metre distancing is not possible. This option would be considered only as a last resort option, with adherence to the HSE 2metre guideline being the standard practice.

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5. Roundtable Update

- Residences
 - An external request to use UCD Residences has been received; accommodation was provided in Citywest.
 - A UCD researcher who does not want to compromise family members has requested temporary accommodation in UCD Residences.
 - UCD Residences are generally quiet, but there has been an increase in gatherings by non-UCD community which have been dispersed by Estate Services.
- Student Health Services (ST)
 - The intern occupational health checks are finished and there is just some final paperwork to complete.
 - Phone consultations are ongoing, and SHS has seen an increase in mental health issues.
- Public Health (PW)
 - It is expected that the UCD-based HSE call centre will scale down and cease operations. Calls into/out of the call contact tracing call centre have significantly reduced and staffing has been scaled back accordingly.
 - Permissions and ethical approval may need to be sought if any analysis, research or data mining were to be carried out on the data acquired during testing. These are HSE data collected for a clinical purpose under the clinical indemnity scheme.
 - PW is on the Modelling Group, and the NEPHT representative is Simon More.

6. AOB

- No meeting next week (4th June).

Date of Next meeting: **Tuesday 11th June at 12:30pm on Zoom** <https://zoom.us/j/98294690394>

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Meeting No. 17 – 9th June 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/98294690394>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
Dr. Peter Coulahan, Director of SIRC (PC)
Dr. Sandra Tighe, Director of Student Health (ST)
Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees, **Professor Jason Last**, Dean of Students, **Dr Derval Igoe**, Specialist in Public Health Medicine, HPSC

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were considered accurate and were adopted.
 - Matters arising
 - The request to accommodate between 50-60 nurses from India on campus in UCD Residences this summer has been withdrawn as visas were not issued for the nurses to travel to Ireland.
2. Likely response to a positive case on campus
 - Nothing to report.
3. Chair’s Update
 - Work is underway in getting the campus operational for the next academic year, with Colleges preparing teaching timetables to be ready by 19th June. Programme delivery will include streaming large lectures and small group face-to-face teaching.
 - UMT has requested the Medicine Sub-Group to consider ‘in-house’ COVID19 testing options for international students arriving on campus in T1. Two models were discussed and considered:
 - Model A: Use existing State PH System

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- i. Upon arrival students would be housed in single occupancy ensuite bedrooms in UCD Residences according to the pod concept and start a 14 day isolation period (in accordance with current HSE PH guidelines).
 - ii. After a 4/5 day incubation period, in isolation, students would be referred for testing at the nearby Clonskeagh test centre. Samples would be fast-tracked for analysis at NVRL or ENFER. Results would be entered into the mainstream CRM system.
 - iii. Students with negative results could leave isolation but remain in their allocated Residences accommodation.
- **Model B: In-house testing**
 - i. Step i as above.
 - ii. Following the system being used in some North American universities, self-isolating students would do their own swab or be referred for a test at a UCD staffed facility.
 - iii. These swabs would be transported and processed by NVRL or ENFER.
 - iv. Test results would be communicated if positive to Student Health Services and entered into the Public Health tracing system by the UCD based contract tracing centre.
 - iv. Students with negative results could leave isolation but remain in their allocated Residences accommodation.
- The consensus and recommendation of the MSG is the adoption of Model A, which was considered the lower risk option if feasible according to National guidelines. Upon testing at the Clonskeagh testing centre data would immediately become part of the state's public health system and would have indemnity coverage.
- A further follow-up from Dr Sandra Tighe on 11/6/2020 on logistics was as follows, the idea of testing for all incoming overseas students was considered further and discussed with her team. It is essential to look at the logistics of this and potential costs. In principle, as stated at the meeting, it is a good idea; preferably done as a national policy similar to the New Zealand plan; not clear how the logistics work in New Zealand and how they ensure all people coming in are tested as part of their National plan.
 - If it was to become National policy in Ireland, people's details are already taken at the airport or port and they could then be put into a database for testing if the person agreed to that. If testing of all travellers is not national policy and

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only UCD were doing it, we need to think carefully of how the practical side of it would work.

- Would it just cover students in Residence or all students? How would the students to be tested be communicated to the testing facility in a manner compliant with GDPR?
- If it is only students coming into Residence who are to be tested, there could be a box they could tick to agree to testing and to their data being shared with the testing facility.
- If it is envisaged that all go through the Student Health Centre, then this is a massive workload that we would not have the capacity to undertake. It would mean having staff to take the calls, create a record, conduct a consultation and do a referral for testing. With circa 3000 overseas students this is a huge undertaking.
- As these students are not ill there is no need for them to be processed through the Health Centre and would not be a great use of our limited resources.
- Ideal is if it is a national policy and if not some method where the student can be referred direct to testing and Student Health focused on assessment of students who are ill.

4. Reoccupation of campus and protocols for return to work-place (CK/PC)

- NVRL circulated a document indicating challenges they are facing in relation to 2m social distancing guidelines in its shared office spaces. Laboratory personnel typically wear PPE when carrying out their work, however there is not adequate space in shared offices for non-lab personnel to adhere to the 2m social distancing guidelines. **Action:** PC will draft a response regarding WFH protocols with reference to the governments roadmap to reopening and the university's guidelines 'Guide to Reoccupation of Campus and Covid19'.
- The HSE has revised the list of people in high risk groups to include people who are over 60 years of age; have a lung condition that's not severe (such as asthma, COPD, emphysema or bronchitis); have heart disease (such as heart failure); have high blood pressure (hypertension); have diabetes. UCD staff who fall into the high-risk category should only return to campus if they work in a low risk environment, e.g. solitary worker, should advise their line manager as such and consult with their GP before returning to campus. If engaged in teaching, then implications for rostering will need consideration.

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- The VP for Research & Innovation and the VP for Global Engagement have asked when research projects involving face-to-face sample collection or interviews including clinical and other cohort studies can be expected to be resumed. Currently UCD REC has advised such projects should be on hold. PC advised that studies will need to conduct a risk assessment on a case by case basis and fall into the low risk category in order to be approved.
- It was observed the importance of a comprehensive, cohesive approach to reopening campus; there are a number of groups managing different aspects of the reopening and it is vital that they are acting in unison.
- The group confirmed the decision made at Meeting 14 on the 12th May that visors are the preferred option for face covering in lab settings as they are considered more effective than face masks alone. **Action:** PW will contact David Kelly so that an order can be placed.

5. Roundtable Update

- Residences (PC)
 - Managing social distancing in Residences and around campus has caused a significant increase in security costs. If this level of monitoring is to be continued budget allocation will need to be reviewed.
- Student Health Services (ST)
 - There has been an increased demand for phone consultations.
 - As highlighted in previous meetings an assessment process will need to be developed for students entering UCD Residences.
- Public Health (PW)
 - Senior representatives from the HSE and Dr. Cillian de Gascun are expected to visit the CTC on Friday to thank the staff and volunteers for their dedication and efforts to date.
 - Operations and staff at the UCD-based HSE call centre are to be scaled back considerably and if they resume in the future an SLA/MOU will need to be in place. Cillian Bergin of UCD Legal is engaging with SPHPSS staff on this.

6. AOB

- Professor Kelleher was congratulated by the group on her recent election to the RIA.

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Date of Next meeting: **Tuesday 16th June at 12:30pm on Zoom** <https://zoom.us/j/98294690394>

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Meeting No. 17 – 9th June 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/98294690394>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
Dr. Peter Coulahan, Director of SIRC (PC)
Dr. Sandra Tighe, Director of Student Health (ST)
Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Present for Item 6:

Assoc. Professor Mary Codd, School of Public Health, Physiotherapy and Sports Science
Professor Jason Last, Dean of Students

Circulation List:

Attendees, **Professor Jason Last**, Dean of Students, **Dr Derval Igoe**, Specialist in Public Health Medicine, HPSC

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were considered accurate and were adopted.
2. Likely response to a positive case on campus
 - Nothing to report.
3. Chair’s Update
 - No update to report.
 - Feedback to UMT on the matter of testing of international students upon arrival at UCD (see Item 6).
4. Reoccupation of campus and protocols for return to work-place (CK/PC)
 - PC brought a number of issues for discussion to the meeting:
 - *Can international students be isolated for 14 days in 'households' where there is a need to share bathrooms (one between two persons). All apartment occupants will start their*

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isolation at the same time and there will be no moving from the apartment once the isolation period is complete.

- Unless students in isolation are tested and have a + result, they should follow the prevailing PH guidelines.
- *The idea of 50 students is very challenging for Vets and some other Schools. Can the pod multiple size be increased as long as social distancing is being maintained and attendance logs are being kept?*
 - ‘Congregations’ of students, or mobs, should not exceed 50. Attendance records should be maintained and prevailing social distancing guidelines observed.
- *Can PPE be used in lab classes when 2m distancing is not possible due to size constraints or the impracticability of running multiple offerings of the same class?*
 - The use of PPE as an alternative to social distancing will not be acceptable. Only in situations where wearing PPE is part of the normal working protocol, e.g. NVRL, is reduced social distancing allowed.

5. Roundtable Update

- Residences (PC)
- *Can Blackrock Halls be used for students this year? This accommodation is set up such that 10-20 students share bathroom and shower facilities / and 10-12 would share a common kitchen.*
 - As agreed at a previous meeting, the general consensus is that Blackrock Halls accommodation should be used as a ‘last resort’ option only. In the event they must be used the following procedures would apply:
 - Limited number of students per floor,
 - bathroom and catering facilities usage would be designated to specific students at restricted numbers.
 -
- Student Health Services (ST)
 - No update.
- Public Health (PW)
 - No update.

6. Review of possible options for in-house student testing in the next academic year – with input from Professors M Codd and J Last.

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- CK welcomed Assoc Professor Mary Codd and Professor Jason Last to the meeting at this point for their input on the discussion concerning the testing of international students upon arrival at UCD. It was also noted that RCSI has published details that all new students will be tested for COVID-19 by the RCSI COVID-19 team, which will be conducted in RCSI in the early days after students have completed their self-isolation.
- The advantage of testing newly arrived international students vs. self isolation, alone, is that testing gives reassurance - to all students on campus, as well as to their families in home countries – of the university’s priority of keeping the campus COVID-free. It was noted that the 1st cases of COVID in UCD’s student population was in students returning from European countries with high rates of COVID.
- Further to discussion at earlier meetings, there are 2 options for ‘in-house’ testing on the table.
 - Model A: Use existing State PH System
 - i. Upon arrival students would be housed in single occupancy ensuite bedrooms in UCD Residences according to the pod concept and start a 14 day isolation period (in accordance with current HSE PH guidelines).
 - ii. After a 4/5 day incubation period, in isolation, students would be referred for testing at the nearby Clonskeagh test centre, if still operational or for swab by National Ambulance Service. Samples would be ring-fenced/ID’d as UCD students and would be fast-tracked for analysis at NVRL or ENFER. Results would be entered into the mainstream CRM system by the UCD-based HSE CTC.
 - iii. Students with negative results could leave isolation (subject to National guidelines) but remain in their allocated Residences accommodation.

Benefits/drawbacks of the adoption of Model A: testing and diagnostics carried out free of charge and fully managed through the State’s PH pathway. Assumption that asymptomatic students would be eligible for this service.

- Model B: In-house testing
 - i. Step i as above.
 - ii. Following the system being used in some North American universities, self-isolating students would do their own swab or be referred for a test at a UCD staffed facility. Alternatively, On-campus testing carried out by a 3rd party, e.g. National CodeBlue.
 - iii. These swabs would be transported and processed by NVRL or ENFER.

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- iv. Test results would be communicated if positive to Student Health Services and entered into the Public Health tracing system by the UCD based contract tracing centre.
- iv. Students with negative results could leave isolation (again, subject to national guidelines) but remain in their allocated Residences accommodation.

Benefits/Drawbacks of the adoption of Model B: Onsite testing would require specific indemnity which is outside SHS indemnity. SHS would be under severe pressure to manage the workload associated with tests for what could be thousands of students, in addition to its daily operations so additional staffing and resources would be required with provision for public health follow-up. UCD would be responsible for the cost of testing.

- The best-case scenario would be the introduction of HSE policy to test all newly arriving international students to the country's 3rd level institutions. This policy would call for testing protocols e.g. on days 0, 3 & 7 for accuracy of results (e.g. false negatives). Clinical and diagnostic processing and data management would fall under the remit of the HSE. Students would be required to give their permission for test results to be shared with their host institution.
- In the absence of the introduction of a policy as described above, contributors to the meeting considered the adoption of Model A preferable to Model B. Model A would be considered the lower risk option in terms of data management, indemnity cover, manpower requirements and overall cost. Neither model presents clear advantages over the current referral and follow-up service for symptomatic cases as long as legal requirement for two weeks self-isolation is in place.
- Actions: CK to brief UMT on options discussed. Implementation will be coordinated by JL as Dean of Students.

7. AOB

- JL noted the importance of the work carried on by the Medicine Subgroup and the vital contributions it made to the workings of the Monitoring Group. MC said she would be available for any follow-up as needed.

Date of Next meeting: **Tuesday 23rd June at 12:30pm on Zoom** <https://zoom.us/j/98294690394>

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UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 19 – 23rd June 2020 @ 1230pm

Zoom Link: <https://zoom.us/j/98294690394>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)

Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)

Dr. Peter Coulahan, Director of SIRC (PC)

Dr. Sandra Tighe, Director of Student Health (ST)

Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees, **Professor Jason Last**, Dean of Students, **Dr Derval Igoe**, Specialist in Public Health Medicine, HPSC

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were considered accurate and were adopted.
 - Matters Arising: Last week’s meeting involved a detailed discussion on the issue of testing of international students arriving at UCD, with CK circulating a summary document to the group for the purposes of implementation by Prof J Last, Dean of Students.
2. Likely response to a positive case on campus
 - Nothing to report.
3. Chair’s Update
 - Request from SVM.
 - Prof Simon More and Dr Gerald Barry run face-to-face clinical groups (approx. 18 students = 3 pods of 6), and raised queries to CK and PC regarding delivery of these clinical groups, and what PPE practices should be followed. Given the unique nature of some of its activity, it was agreed that in the case of Vets, where PC sits on the Advisory Board, decisions on PPE can be made locally, with agreement of HoS and input from Principal of CHAS. Generally, PH guidelines on pod sizes should be adhered to, e.g. 6 students (or no more than 8), social distancing should be maintained where possible, facial coverings, boots and gowns should be worn and hand hygiene observed.

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- In relation to transporting students to/from Lyons Estate Farm, current PH guidelines for public transport should be applied – e.g. use of face masks and social distancing.
 - Feedback from the President on the matter of testing of international students upon arrival at UCD.
 - Throughout the COVID19 pandemic UCD has adhered to, and adopted, national public health guidelines, and will continue to do so in relation to international students arriving to UCD, e.g. international students will be obliged to self-isolate for 14 days upon arrival into Ireland. The President recognised the challenges presented by Model B (In-house testing), including indemnity issues.
 - The Vice President for Global Engagement, Prof Dolores O’Riordain, will liaise with counterparts in other national 3rd level institutions with the suggestion of writing to NPHET with the proposal of testing all international students arriving into Ireland.
 - The issue of collection/transport of international students from the airport to campus is a larger University matter that will need to be considered.
4. Reoccupation of campus and protocols for return to work-place (CK/PC)
- The current definition of ‘close contact’ that is being followed is 15 minutes with the same person @ 2m distance. This may be revised in line with the HPSC definition as 2 hours with the same person @ 2m, pod size of 8.
 - PC is working up a zoning map of the campus using a traffic light system:
 - Green: social distancing can be observed without difficulty, e.g. outdoor spaces;
 - Amber: social distancing is more restricted and face coverings should be worn, e.g. queuing to gain access to a lecture theatre, or a café;
 - Red: social distancing is not possible, face coverings are mandatory, e.g. lab environments.
 - Staff will continue to complete the sign in/sign out forms as a means of recording attendance on campus and facilitate contact tracing if necessary. Employees will be encouraged to keep ‘contact diaries’ recording names, location and duration of time spent with others.
 - The Reopening of Campus Services and Facilities WG is reviewing what supports and amenities are physically available to access and which are available virtually. Where possible staff should continue to work from home, or if physical presence is necessary a

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staff rota should be applied. Open plan work areas should be assessed, for social distancing, at a local level by individual units.

- PC and PJ Barron are drafting a return to campus manual for staff.

5. Roundtable Update

- Residences (CK)
 - Incoming international students are being directed to FAQs.
- Student Health Services (ST)
 - A covid test can now be ordered through the Out-of-hours service. There is a very fast turnaround with results, which are sent to patient and GP.
 - Residences Assessment Form: New students taking up accommodation in UCD Residences are obliged to adhere to current Irish public health guidelines, which includes 14 days self isolation upon arrival in Ireland. International students are arriving early and staying rent-free in UCD Residences for the duration of their quarantine. UCD Estates are providing catering and supplies support (at students own cost). Students who are unwell should not travel to Ireland according to DFA guidelines. Rather than developing additional paperwork, it is suggested that students indicate their compliance with Irish national PH guidelines as part of their online registration. **Action:** CK will discuss further with JL.
 - A discussion ensued regarding the 'flu vaccine and if it will be made available to a wider group than only at-risk categories, in which case would here be sufficient supply? **Action** PW to follow up with Dr. Cillian de Gascun.
- Public Health (PW)
 - The CTC has ceased operations but is being used this week to carry out research on access to and use of PPE – in their work place - by health care workers who tested positive.

6. Future meetings

- The Medicine Sub Group will meet as scheduled next week, and will meet as required during July and August. The Monitoring Group is no longer actively meeting regularly which raises the question where will the MSG report to if it continues to meet.

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7. AOB

- SIRC has signed off on international travel to France by one research group to undertake fieldwork, which was deemed essential by Prof Orla Feely, VP for Research and Innovation. Future such requests will need to be signed off as essential by Prof Feely, pass a risk assessment and be deemed eligible for insurance. Participants will be required to self isolate for 14 days upon returning to Ireland and their line manager will be obliged to allow this.
- PC has received a request for a residential/national fieldtrip to the west of Ireland. Participants will travel and live as a household and work in pods. Such requests will be reviewed on a case by case basis.

Date of Next meeting: **Tuesday 30th June at 12:30pm on Zoom** <https://zoom.us/j/98294690394>

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 20 – 30th June 2020 @ 1230pm
Zoom Link: <https://zoom.us/j/98294690394>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)
Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)
Dr. Peter Coulahan, Director of SIRC (PC)
Dr. Sandra Tighe, Director of Student Health (ST)
Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees, **Professor Jason Last**, Dean of Students, **Dr Derval Igoe**, Specialist in Public Health Medicine, HPSC

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were considered accurate and were adopted.
 - Matters Arising: After the last meeting, PW and CK were in contact with Dr. C de Gascun in relation to ‘flu vaccinations later this year, who agreed that there needs to be a national influenza preparedness plan. The issue was also raised at Philip Nolan’s modelling group this week. If vaccine take-up is to be expanded to a broader group, action will be required to ensure there is sufficient vaccinations in stock and available, and to get the message out. It was suggested that an adhoc group on campus might look at this issue and if health care students would be required to get the vaccine.
 - Prof Gerard Fealy is reviewing what/how infection prevention and controls can be put in place and how it would be managed for nursing students.
 - PH guidelines on 14day isolation for people traveling to Ireland remain in place and there is no current move to introduce mass testing for people arriving here, including international students. If the 14 day isolation period was removed, there would need to be an alternative option to replace it. Salivary testing is a possibility that could be considered as it is more manageable than the full covid19 test. Responses from international students to a survey carried out by UCD Global indicate they are very concerned about their health safety on campus/in residences.
2. Likely response to a positive case on campus
 - Nothing to report.
3. Chair’s Update

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- Request from Physiotherapy
 - A query came into ST from the School of Physiotherapy about small student groups going on placement and what screening measures should be put in place. The MSG agreed that Colleges with health science programmes will need to develop protocols around infection control and management for students going on placement to healthcare environments.
 - Request from Emeritus Professor re Charity Event
 - In response to a request received by CK for input from the MSG on a proposed charity fundraising dinner event, the MSG agreed that were this event taking place in UCD it would not be given approval to go ahead – based on current PH guidelines. It will be suggested to the request originator, that the situation be reviewed after 20th July (Phase 4) and advice from a specialist consultant could be sought.
4. Reoccupation of campus and protocols for return to work-place (CK/PC)
- PC will schedule a meeting for TA, OF, CK, DK to meet again to review the draft contingency reoccupation document PC is drawing up.
 - PC is recommending that existing paperwork (Aapproval form and sign in/out sheets) continue to be completed. The 15 minutes close contact guideline can be relaxed to 2hour in close contact.
 - Pod size at 8 ppl is proving to be a challenge for some lab environments (e.g. Conway). In the event the ‘pod’ size is increased it would cease to be referred to as a ‘pod’.
 - Concerns were voiced at a College Exec meeting that PC addressed earlier today regarding the wearing of face coverings by students in lecture theatre. **Action:** CK/PC to raise this query with Derval Igoe about what the position is on the wearing of face coverings in indoor confined spaces.
5. Roundtable Update
- Residences (PC)
 - Nothing to report.
 - Student Health Services (ST)
 - For now telephone and video consultations will continue.

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- Services offered by SHS are being reviewed to see how they can be offered/delivered in a covid-conscious way. SHS would like to offer more in-person services but this increases infection risks.
- Catching up on doing HepB vaccines.
- Public Health (PW)
 - Nothing to report.

6. AOB

- PC has been notified by a staff member that they have tested positive for COVID19 antibodies. This indicates they were sick with covid19, although undiagnosed. The employee was very sick (with 'flu-like symptoms) in December and it is suspected infected 2 other colleagues, both of whom are also being tested for covid19 antibodies.
- CK thanked the members of the Medicine Sub Group for their engagement and input over the last number of months. She noted there are no meetings scheduled for July and August, but that the MSG may need to convene if the need arises. The reporting line for the MSG will be discussed at a meeting with the Registrar and others.

Date of next meeting: **TBC** (<https://zoom.us/j/98294690394>)

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 21 – 11th August 2020 @ 1230pm
Zoom Link: <https://ucd-ie.zoom.us/j/98283161610>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)

Professor Jason Last, Dean of Students (JL)

Dr. Sandra Tighe, Director of Student Health (ST)

Ms. Maeve O’Connell, College of Science/Monitoring Group Support

Apologies:

Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)

Dr. Peter Coulahan, Director of SIRC (PC)

Circulation List:

Attendees and **Dr Derval Igoe**, Specialist in Public Health Medicine, HPSC

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were considered accurate and were adopted.
 - No Matters Arising

2. Update on UCD Contingency planning and terms of reference for sub-group
 - The Medicine Sub-Group was originally convened, at the start of the year, as a sub group of the COVID 19 Monitoring Group. A new UCD framework will be in place for coming academic year, including a UMT sub-group and a UCD COVID-19 Consultative Committee to be chaired by Professor Aoife Ahern. It was agreed that this group will continue its work, advising UMT and the newly formed Consultative Group, going under the new title ‘UCD COVID-19 *Medicine and Public Health committee*’. CK will continue as Chair, with JL as co-Chair and one or two additional members will be invited to sit on the committee to broaden campus expertise. A representative from NVRL should continue with Director’s agreement and Derval Igoe’s contribution to date is much appreciated. MOC will continue to support.

The sub group will meet fortnightly, or more frequently if required, and draft Terms of References and reporting Organogram will be finalised ahead of the next meeting on 25th August.

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 21 – 11th August 2020 @ 1230pm

Zoom Link: <https://ucd-ie.zoom.us/j/98283161610>

3. Guidelines on campus re-opening for 2020/2021 academic year

- The 'Implementation Guidelines for Public Health Measures in Higher Education Institutions (HEIs)' which were issued on the 5th August are endorsed by the Health Protection Surveillance Centre of the HSE. The guidelines largely correspond with what UCD has been doing to date.
 - Student Health Declaration
 - New and returning students will be requested to sign a 'Student Health Declaration', the draft of which was circulated previously to members of the sub group for review. JL noted that following discussion at the last meeting of the Reopening Campus Services and Facilities WG an overarching statement on personal responsibility will be added to the SHD as follows "*I declare that I will follow government and UCD guidelines related to reducing the spread of Covid-19. I understand that this is likely to change regularly so I will take personal responsibility for ensuring I am up to date with the latest information.*" It was suggested that a line indicating the SHD refers to the duration of AY20/21 could also be added.
 - FAQs reinforcing the use of the 'covid app' will be one strand of messaging to students.
 - Overall the MSG was happy to endorse the SHD with the modifications suggested.
 - Social Distancing
 - In circumstances that 2m distancing is not possible (e.g. labs, tutorials) 1m *nose-to-nose* distancing will be employed, including the wearing of PPE (e.g. face coverings).
 - 2m social distance will apply to staff-students, staff-staff, student-student, in teaching environments when possible. In seated groups of up to 50, pods should be considered for contact tracing purposes.
 - Mask/visor wearing will be in line with HSE/government guidance, and social norms, and should be worn indoors as much as possible.
 - The contact tracing definition remains at 2m and the 15min guide still applies.
 - The wearing of a face covering does not apply to an office situation where 2-meter distancing is in place (applies to group scenarios).

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 21 – 11th August 2020 @ 1230pm

Zoom Link: <https://ucd-ie.zoom.us/j/98283161610>

- Arrival of international students to campus
 - Chartered flights to bring international students from China/India may be arranged, but as yet this remains unconfirmed.
 - Residences blocks will be identified for their use and students will be allocated pods and sign the SHD.
 - There may be a need to hold some residence accommodation for students who need to self-isolate, either those who are diagnosed with Covid19 or are close contacts awaiting testing. Citywest will also be available for this purpose at least until October.
 - JL raised the concern about there may not be enough beds to accommodate the number of students required to self isolate. However, it is expected that because a proportion of UCDs international students remained in Ireland the number of students required to self isolate may not be that high.
 - There is a possibility that 1st year Irish students will have travelled abroad and been exposed to Covid19. Exposure to risk areas is covered in the SHD.
- Influenza Vaccinations
 - All students will be strongly encouraged to get the 'flu vaccine this year. However, it is currently unclear when the 'flu vaccine will be ready or how much of it UCD SHS will get. Barbara Cantwell, School of Medicine, will be convening a meeting of the Infectious Disease Committee which may have update on timeframe and quantity.
 - There was a strong view that the vaccination should be mandatory for healthcare students and students with underlying health issues unless clinically contraindicated.
 - ST will compile a vaccination 'package' of how many free vaccines would be needed, number of additional staff to administer them. CK will ask Grainne Keane (Finance) to estimate cost involved. A source of funding will need to be identified.
- Vulnerable Students
 - Students who fall into Very High Risk (VHR) or High Risk (HR) categories will be required to follow HSE/PH guidance. The university will work with VHR students, who are unable to attend college, to support them continuing their study. Prior to attending campus, HR students should consult their medical

Minutes

UCD Novel Coronavirus – Medicine Advisory Subgroup
Meeting No. 21 – 11th August 2020 @ 1230pm

Zoom Link: <https://ucd-ie.zoom.us/j/98283161610>

practitioner in the 1st instance and liaise with their supervisor/Programme Office regarding study supports available to them.

4. AOB

- None

Date of next meeting: **25th August 2020 @12:30**. Zoom link: <https://ucd-ie.zoom.us/j/96178308943>

Minutes

UCD COVID-19 Medicine and Public Health Committee
Meeting No. 22 – 25th August 2020 @ 1230pm
Zoom Link: <https://ucd-ie.zoom.us/j/96178308943>

In Attendance:

Professor Cecily Kelleher, College Principal, College of Health and Agricultural Sciences (Chair) (CK)

Professor Jason Last, Dean of Students (Vice Chair) (JL)

Professor Patrick Wall, Professor of Public Health, School of Public Health, Physiotherapy and Sports Science (PW)

Dr. Peter Coulahan, Director of SIRC (PC)

Dr. Sandra Tighe, Director of Student Health (ST)

Ms. Maeve O'Connell, College of Science/Monitoring Group Support

Circulation List:

Attendees and **Dr Derval Igoe**, Specialist in Public Health Medicine, HPSC

Minutes

1. Minutes of previous meeting and matters arising
 - The Minutes of the previous meeting were considered accurate and were adopted.
 - No Matters Arising

2. Review of Committee Terms of Reference
 - Terms of Reference for the UCD COVID-19 Medicine and Public Health Committee which were circulated in advance of the meeting were adopted by the committee. The ToR outline the following:
 - CK will continue as Chair, with JL as Vice Chair. Other members – PC, ST and PW - have agreed to remain on the Committee. The NVRL representative, DI is still seconded to HPSC and a replacement representative is being discussed with the Director.
 - Meetings will take place fortnightly, or more frequently if required.
 - The role of the committee will continue to be advisory to:
 - the UMT, its COVID-19 subgroup(s) and the SIRC Office on matters pertaining to the interpretation and application of HSE and other national public health COVID-19 guidance;

Minutes

UCD COVID-19 Medicine and Public Health Committee
Meeting No. 22 – 25th August 2020 @ 1230pm

Zoom Link: <https://ucd-ie.zoom.us/j/96178308943>

- the UMT, its COVID-19 subgroup(s) and the SIRC Office on COVID-19 public health risk management in the absence of HSE or other national guidelines;
- the development of guidance for wider university operations in the context of COVID-19 public health and risk management.

3. Campus Re-opening

- International Student Arrangements
 - International students arriving to UCD are making their own flight arrangements, with a 'Meet & Greet' team meeting them at Dublin Airport. Transfers to the campus are available.
 - So far, numbers arriving have remained low, with just 14 students currently in self-isolation.
 - International students arriving at UCD are obliged to complete a self-health declaration form (facilitated by UCD IT Services).
 - In response to a concern raised by the Residents' Group regarding the self-isolation of groups with staggered arrival it was agreed, by the UCD C19M&PHC, that in addition to the required individual self-isolation these groups should be considered as pods/households and ideally arrive together. They should adhere to restricted movement, good hygiene and social distancing protocols. They will be encouraged to wear face coverings in the communal kitchen areas and to clean bathrooms after each use.
 - The 'Student Health Declaration' which was approved at the last meeting (11/08/2020) was discussed further at UMT this week. There was concern that the SHD does not address, strongly enough, the arrival of students from 'red zone' countries. It was felt generally by the committee that this is addressed in the SHD which makes reference to students who have *'travelled outside of Ireland within a country that is not on the Government of Ireland's Green List in the preceding 14 days'*. **Action:** JL to follow up with Andy Myler as to whether or not the SHD is currently being used by students who are registering.
 - The HEA have made it mandatory for universities to give a COVID-19 briefing to all incoming international students. ST circulated a draft Powerpoint presentation addressing COVID-19 precautions, responsibilities and resources – a link to the Student Health Declaration and the Guidelines for Students Returning to Campus will be included. UCD Global will link the presentation to Brightspace.

Minutes

UCD COVID-19 Medicine and Public Health Committee
Meeting No. 22 – 25th August 2020 @ 1230pm

Zoom Link: <https://ucd-ie.zoom.us/j/96178308943>

- PC advised that 12-14 single apartments have set aside for self-isolation of suspected or confirmed cases not requiring hospitalisation, should they be required. The HSE could isolate a whole apartment block if there was evidence of a case therein.
- Accommodations at Citywest will be available to COVID patients until the end of October. Many of the other Dublin-based universities, and the Burlington Hotel Group, also have accommodation available, should it be required.
- Provision for indoor classrooms
 - All students will be encouraged to use the HSE Covid Tracker app to assist with traceability. The definition for close contact remains at 15mins or more @ <2m.
 - PJ Barron has indicated that seating numbering/location labelling will be done in the tiered lecture theatres. Students will also be encouraged to keep a location diary noting seating number/label.
 - Where a student is identified as a COVID+ case, in addition to the tracker app, Module Coordinators will act as the discreet communicator to other students who were in close proximity using seat numbering information. By being part of the communication process, the University is showing that it is trying to do as much as it can to facilitate students who wish to attend campus. (JL)
- Influenza Vaccine Strategy
 - ST advised that it is still unclear how much vaccine will be available to UCD, with supplies to GPs being prioritised. It was agreed that access to the supply chain is critical. **Action:** CK will contact DI and ST will make enquiries through her network.
 - Healthcare students will be strongly encouraged to get the vaccine and it will be stressed as a 'duty of care' for them.
 - Hospitals are considering whether it should be mandatory for e.g. ICU staff to get the vaccine this year.

4. AOB

- Vulnerable Students
 - Information being prepared for 'Vulnerable Students' was brought to the committee's attention by JL. There is some concern around the wearing of masks by some cohorts of the student community. It was agreed that where possible a visor/shield should be worn by these as an alternative to a mask. It

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UCD COVID-19 Medicine and Public Health Committee
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was agreed that students unable to wear a face covering on medical grounds - and because they are vulnerable to coronavirus - should seek medical advice about attending campus.

- Social and Physical Distancing and Wearing of Face Coverings
 - In an email to CK, the CP of CSSL highlighted concerns of members of that College about social distancing, the wearing of face coverings and information being given to students. The committee was in agreement that in teaching spaces with 1m social distancing masks should be worn. In lab environments with 1.5m social distancing (and with longer periods of contact), visors/shields can be worn also. Masks are not necessary in office environments where there is adequate social distancing and ventilation - where not, partitions may be required. However, it was felt that staff would not be expected to wear masks all day long. The wearing of masks will be strongly encouraged when transitioning around a building between classes.
 - In UCD, physical distancing will be continued to be measured as 'nose-to-nose', which is in line with 'face-to-face' references in HPSC literature.
 - COVID FAQs are being revised and updated.
 - There are a number of COVID-related guidance documents being prepared, such as the Staff Return to Campus Guide and Guidelines for Students Returning to Campus.
 - The UCD-based Contact Tracing Centre resumed operations on 9th August. Discussions are ongoing to see how its continuance might be sustained and an MOA with the HSE is being looked into.

Date of next meeting: **1st September 2020 @12:30**. Zoom link: <https://ucd-ie.zoom.us/j/96178308943>