



SPREAD ALOHA NOT GERMS

Faculty Daily Must-Do List

- Fill out the required daily health survey, accessing it on your **myHPU app** or at hpu.edu/screening. 
- If you answer 'yes' to any of the health-screening questions:
 - Stay home
 - Inform your dean and students
 - Seek healthcare if needed.
- Take your temperature daily at a campus **thermal scanner station**, and if asked, show your daily health pass to security.

 Wear your face covering at all times in public and common areas. When teaching, you are encouraged to wear a face shield with your mask.

 Wash your hands and use hand sanitizer frequently.

- Keep **6 feet** of social distancing between yourself and others at all times.
- Wear your university ID on a badge or lanyard while on campus.
- Read signage for important **health and safety directions** such as:
 - Maximum capacity for a campus space or elevator
 - The entrance and exit pattern into the classroom
 - Seats in class must be filled from the front row first to the back, and exit beginning with the back.
 - No drinking or eating in class.

Scan for your daily health screening
and more information.



- Check for **sanitization stations** in campus spaces and classrooms to clean shared desk or work-station, supplementing the regular cleaning by custodial staff.

If someone tests positive, HPU's Security Department will:

- Ensure that the individual is safe, isolated, and seeking medical care
- Relocate nearby individuals and secure the potentially impacted area
- Initiate internal contact tracing
- Initiate disinfecting protocols
- Contact and liaise with the Hawaii Department of Health
- Inform appropriate HPU staff
- Ensure the notification of individuals directly affected.

For additional information, see the HPU Employee IMUA: COVID-19 Resource Guide on the homepage of the myHPU app.

***We are all in this together as 'ohana.
Mahalo!***

