

COVID-19: Faculty of Dentistry Return to the Workplace

September 2021

Table of Contents

1. Arrival at Faculty of Dentistry	3
2. Hand Hygiene / Cleaning & Disinfection	4
3. Signage & Wayfinding	4
4. Common Areas and Services.....	4
5. Shipping and Receiving	5
6. Protective Barriers	5
7. Personal measures to reduce risk of exposure.....	5

General

This document has been prepared by Building Operations & Services Office in consultation with Senior Leadership at the Faculty of Dentistry. This document provides guidelines that are specific to Dentistry building and facilities based on the University of Toronto “COVID-19 General Workplace Guidelines” prepared by Environmental Health & Safety (EHS) <https://ehs.utoronto.ca/covid-19-information/>.

University of Toronto provides guidelines and procedures following government regulations and public health advice. We strongly recommend that all occupants and visitors of the Dentistry building check the University COVID-19 websites for the latest news, guidelines and policies:

Your guide to fall 2021 at U of T <https://www.utoronto.ca/utogether>

How U of T is preparing for a safe return to campus <https://www.utoronto.ca/utogether/safe-return>

1. Arrival at Faculty of Dentistry

Access Control – Exterior Entrances

Edward Street Entrance	Accessed by FOB only.
West Entrance	Accessed by FOB only.
Elm Street Entrance (Patient Entrance)	Open during regular hours. Staff will be stationed at the Patient Entrance to screen patients.

The following access points should be used to reduce the density of traffic through the building:

All faculty, staff, students, and instructors	124 Edward or West Entrance
All Clinic Patients	101 Elm Entrance

Access Control and Screening

All UofT staff, faculty and students are to complete health screening prior to coming onto university owned/operated premises, using Ucheck at

<https://www.utoronto.ca/utogether/ucheck>

or the paper-based for self-screening also available at the above link.

This fall, the University of Toronto is requiring all those intending to be present on our three campuses, or on premises owned or operated by the university, to be fully vaccinated against

COVID-19 and provide proof of vaccination via **UCheck**, in full accordance with all applicable laws and regulations. Please refer to Utogether website for more details.

Visitors to the building (non-patients)

All visitors accessing the building must be met and accompanied by a staff or faculty in charge at the building entrance and fill out a visitor screening form (available at link above).

2. Hand Hygiene / Cleaning & Disinfection

Sanitizer dispensing units are located in entrances, outside washrooms and other common areas.

Disposable paper towels & waste receptacles are installed in all washrooms.

High touch surfaces are cleaned and disinfected frequently.

Caretaking will implement applicable procedures for high touch areas in common spaces (such as doorknobs, elevator buttons, light switches, handrails, etc.); however, building occupants are also asked to clean high touch areas in their workspace (such as workspace countertops, shared equipment/tools) throughout the day.

3. Signage & Wayfinding

Signage and wayfinding instructions are posted throughout the Dentistry building to be in compliance with physical distancing requirement

For example:

Exterior entrances: Restricted access per University of Toronto and enter/exit signs.

Elevators: Maximum occupancy for elevators.

Washrooms: Maximum occupancy, hand washing and “occupied” indicators.

Common areas: Instructions on distancing and maximum occupancy.

Refer to *COVID-19: Faculty of Dentistry Clinic Operational Procedure* for Clinical Signage.

4. Common Areas and Services

Common gathering areas will be open with distancing measures in place.

Note: For clinic locker rooms refer to *COVID-19: Faculty of Dentistry Clinic Operational Procedure*.

Washrooms

Small multi-stall washrooms are single occupancy with occupancy signage indicators mounted outside the washroom. Larger multi-stall washrooms have maximum occupancy signage posted outside the washroom.

Bottle Filling Stations

Touchless bottle filling stations are operational with signage. All other touch button drinking fountains and bottle filling stations are not be available.

5. Shipping and Receiving

Shipping and Receiving staff continue to manage deliveries with following protocols.

- Doorbell service (deliveries to ring for drop off)

Departments should designate internal package drop off area for Shipping and Receiving staff (to be reviewed with Building Office).

6. Protective Barriers

Installation of protective barriers, such as clear plastic sneeze guards are found in some areas. These are to be considered only if other measures are not feasible or it is not possible to maintain physical distance of two metres. NOTE: plexiglass barriers do not increase occupancy limits. Maximum occupancy is usually the lesser of either the gathering limit (where applicable, as set by the provincial government) or the ability to physical distance.

When designing/determining the need for physical barriers, please refer to the considerations in the section on Protective Barriers in the General Assessment Tool

Unit managers should request protective barriers through the Dentistry Building Office.

7. Personal measures to reduce risk of exposure

Avoid touching your face, nose or mouth with unwashed hands.

Wash your hands often and thoroughly with soap and water or alcohol-based hand sanitizer.

Practice proper respiratory etiquette, such as sneezing and coughing into your elbow.

Do not shake hands.

Maintain physical distancing of two metres or more.

Individuals who are sick or who have COVID-19 related symptoms should stay home.

Complete a UCheck self-assessment before arriving on campus

Follow all applicable policies, including the Policy on Non-Medical Masks