

DBIC Phase 1A Reopening Safety Policies

Out of an abundance of caution for DBIC staff and research personnel, the DBIC will not allow anyone displaying signs of illness, however mild, to conduct research in our Center. Additionally, anyone who has knowingly been in contact with someone with COVID symptoms in the last 14 days will not be permitted in the DBIC facility.

DBIC staff and research personnel who fail to follow the policies and procedures detailed below risk losing the privilege of scanning in the DBIC, and/or may face disciplinary action.

In the event of infection, spread incident, or low supply levels of mandatory PPE, disinfecting, or other supplies, the DBIC can close at any time and with minimal warning to DBIC staff, faculty, and research personnel.

SITE CONTROL - Phase 1A

- During Phase 1A of the DBIC reopening, the DBIC will only allow research teams in the DBIC facility under the direct supervision of the DBIC's MRI Technologist, Terry Sackett, or that of a scan operator who has been trained and certified on DBIC's COVID-19 policies and procedures. During Phase 1A, the DBIC will be open Monday-Friday, 8am-6pm only.
- To comply with social distancing policies, we will be restricting the number of people allowed in the DBIC at any one time to a maximum of two (2), including Terry Sackett, for methods development work with phantom studies or MRI operator training. For MRI safety training classes, access is restricted to three (3), including Terry Sackett.
- Undergraduate research staff will not be allowed in the DBIC during Phase 1 of our reopening.
- To assure and maintain best social distancing practices, we will be asking research labs to provide Courtney Rogers with a list of the

research team members and participants who will be attending the scan session. Any changes to that list need to be resubmitted to Courtney Rogers. The DBIC will be keeping a record of attendance for each scan to facilitate contact tracing if needed. If users have not been cleared by Courtney Rogers, they will be denied entry to the DBIC facility.

- Any visits by outside contractors (e.g. Siemens) will need to be registered with Courtney Rogers a minimum of 5 business days prior to the visit, with the exception of emergency repairs to the scanner
- Food and drink will not be permitted in the DBIC facility.

Scheduling practices:

Time in the DBIC facility needs to be reserved in advance with Courtney Rogers. Please schedule enough time on the scanner, as we will require strict adherence to your scheduled time slot (e.g. we will not allow for time overages). If you do not have time booked on the scanner, you should not come to the DBIC facility. You must schedule time in order to enter the scanning facility.

The DBIC will require 30 minutes between research groups conducting phantom studies or methods development, to allow for proper cleaning between research groups and to allow the air to be cleared by the ventilation system.

The DBIC will also require 30 minutes between MRI safety and MRI operator training sessions, to allow the air to be cleared by the ventilation system and to allow time for proper cleaning of the DBIC suite. If no new personnel are introduced to the suite, the 30 min hold does not apply.

SCREENING

All health safety screening will be done in compliance with the policies and guidelines outlined at the state and College levels.

DBIC staff, non-Dartmouth visitors (e.g. Siemens), and research team staff will all be required to undergo screening prior to entering the DBIC facility. If you have questions about screening, please check with DBIC's Associate Director for Operations, Courtney Rogers.

[Screening Policy](#)

Personal Protective Equipment (PPE)

The DBIC will require the use of PPE for the health and safety of all DBIC staff, research staff, and research participants.

All DBIC staff and investigators will be required to wear the following:

- Face mask - In compliance with [Dartmouth's face covering policy](#), a face mask must be put on **prior** to entering the imaging center and must be worn at all times in the DBIC facility
 - You may use your own reusable cloth mask. Otherwise, users will be required to wear a disposable mask or face shield provided by DBIC.
- Protective gloves - must be worn at times when physical contact is necessary.
- Face shield - must be worn at times when maintaining a distance of 6 feet is not possible

Hygiene practices

- DBIC and research staff members should be following World Health Organization (WHO) guidelines on [hand washing](#). Hand washing should take place as frequently as necessary. Hand sanitizer is also available throughout the DBIC.

Facility cleaning practices

- Research staff will use a Clorox cleaning wipe to disinfect the following high-touch items (and any others that may have been touched):
 - Head coil
 - Phantom

- Button boxes
- Trackball
- Earphones
- Research staff will wipe down hard surfaces in the commonly used areas (waiting room, scan room) with a Clorox wipe.
- Pens and clipboards should be wiped down with a Clorox wipe.
- The following items in the control room should be wiped down frequently (at least every 2 hours) if they have been touched by staff or participants, using a Clorox wipe:
 - Keyboard(s)
 - Mice
 - Phone
 - Counter tops
 - Copy machine
 - Light switches
 - Door handles