



**FACULTY & STAFF**

**-HEALTHY-  
HUTCHCC**

*Returning to Campus*

AS OF AUGUST 13, 2020



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## A MESSAGE FROM THE PRESIDENT



What is normal? In reality, even before COVID-19, our world wasn't "normal". Our lives are in a state of constant change. The same can be said for higher education, our state, our world. Most of us strive for a comfortable routine and remain satisfied as long as we're able to maintain that.

As we sit here today, one thing we can be fairly certain of is COVID-19 is here and it's not going away any time soon, if at all. We will have cases. In all likelihood, many, if not most, of us have been exposed to the virus or have been around someone who has. We will be defined by how we react to it, adapt to it and move forward.

As testing for this virus continues, we should expect to see additional confirmed cases being reported within our campus community. I can assure you that our faculty and staff are wholly dedicated to ensuring a healthy campus environment. Many steps are being taken to help minimize the impacts of COVID-19. It's important we adhere to the mask mandate, practice social distancing and monitor ourselves and those around us. Please remember that mask use is mandated by Executive Order of Governor Kelly and affirmed by the Reno County Commission.

Hutchinson Community College is committed to responding to the COVID-19 pandemic with safety and the well-being of all students, employees and visitors as a top priority. If you are in need of PPE equipment such as sanitizer or a thermometer, please e-mail [COVID-19@hutchcc.edu](mailto:COVID-19@hutchcc.edu).

We will continue to monitor the information available to us and rely on recommendations from professionals at the local, state and national levels. We will make the best decisions we can based on that information. Please know that each and every one of you has my sincerest gratitude for your efforts in dealing with this ever-changing environment.

Dr. Carter L. File



## THE BLUE DRAGON PLEDGE

**As a Blue Dragon, I am willing to make a commitment to do what's necessary to stay healthy and protect others. I will take responsibility for my own health and keep my fellow Blue Dragons safe by helping to stop the spread of COVID-19 and other infections.**

I voluntarily commit to care for myself and my fellow Blue Dragons by:

- Wearing an appropriate face covering and other protective gear in the proper manner.
- Maintaining appropriate social distancing.
- Monitoring for COVID-19 symptoms daily and agreeing to contact my health provider or the local health department if I experience any of the symptoms. I confirm, by my presence on campus, I have self-monitored and I am suffering no symptoms of COVID-19.
- Washing my hands often with soap and water or using hand sanitizer.
- Being open and honest with medical professionals if I have been exposed to COVID-19 or am experiencing any symptoms.
- Staying home if I feel ill or after exposure to someone who is ill or has tested positive for COVID-19.
- Keeping my clothing, belongings, personal spaces, and shared common spaces clean.
- Participating in COVID-19 testing and local health department contact tracing to preserve community wellness if requested.
- Following all recommended college, city, state and federal guidelines regarding COVID-19 and other infections.

## **GUIDING PRINCIPLES**

Hutchinson Community College (HutchCC) is committed to responding to the COVID-19 pandemic with the safety and well-being of all students, faculty, staff and visitors as a top priority. The primary goal of HutchCC's response is to protect the health of our students and employees while continuing the college's mission. HutchCC's plans are consistent with guidance provided by the Center for Disease Control and Prevention (CDC), the Kansas Department of Health and Environment (KDHE) and the Reno County Health Department (RCHD). The COVID-19 virus continues to evolve and the guidelines will continue to be updated as more information becomes available.

## **EXPECTATIONS**

All faculty, staff and students are expected to comply with the rules and guidelines outlined in this document and to engage in responsible behavior to reduce the risk of becoming infected and infecting others. While the college might do everything in its power to control behaviors within classrooms, dorms, and other settings, individual risky behavior off campus or away from these controlled environments will inevitably undermine those efforts.

## **COVID-19 BASICS**

SARS-CoV-2, the virus that causes COVID-19, first emerged in Wuhan, China in December 2019. According to the Center for Infectious Disease Research and Policy (CIDRAP), "even the most experienced international public health experts did not anticipate that it would rapidly spread to create the worst global public health crisis in over 100 years". In March 2020, the World Health Organization declared a global pandemic, which resulted in significant societal changes, including the remote delivery of educational and support services in higher education. While experts say the best comparative model is the pandemic influenza, the similarities are not the same. The average incubation period for COVID-19 is five days with a range of 2-14. According to the CIDRAP, the virus moves differently in populations. Twenty-five percent of cases may be asymptomatic. As the CDC states, COVID-19 spreads between people in close contact, through respiratory droplets (cough, sneeze, talk, shout, whistle, etc.), and may be spread by people who may not show symptoms.



## **SYMPTOM MONITORING**

Employees and students are expected to self-monitor for symptoms daily before coming to campus. These symptoms include:

- Fever (100.4 or above) or chills
- Shortness of breath or difficulty breathing
- Cough
- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- Congestion or runny nose
- New loss of taste or smell
- Diarrhea
- Nausea or vomiting
- Known close contact with a person who tested positive for COVID-19.

Close contact means being closer than six feet for an extended time period (usually at least ten minutes) while the person was infectious. Close contact does not mean being more than six feet away in the same indoor environment for a long time, walking by or briefly being in the same room.

Faculty, staff and students are confirming on a daily basis that they are symptom-free by their presence on campus.

## **TEMPERATURE CHECKS**

The accuracy of temperature checking depends on multiple factors such as the type of thermometer being used and the person administering the test. A daily wellness self-check to observe body temperature and health status will be required for all faculty, staff and students each day they intend to be on HutchCC's campus. The World Health Organization has stated: "Temperature screening alone, at exit or entry, is not an effective way to stop international spread, since infected individuals may be in incubation period, may not express apparent symptoms early on in the course of the disease, or may dissimulate fever through the use of antipyretics; in addition, such measures require substantial investments for what may bear little benefits. It is more effective to provide prevention recommendations."

## WELLNESS SELF-CHECK QUESTIONS

Please review and answer each question YES or NO. You do not need to consider any chronic conditions you may have.

1. Have you been told to quarantine/isolate by a medical provider or the health department?
2. In the last 14 days, have you had face-to-face contact for 10 minutes or more with someone who has or is suspected of having COVID-19?
3. In the last 14 days, have you traveled to a location with a Centers' for Disease Control and Prevention (CDC) or Kansas COVID-19 travel warning?
4. Are you experiencing a new cough, shortness of breath or difficulty breathing?
5. In the last 48 hours, have you had at least two of the following new symptoms:
  - Fever of 100.4 or above
  - Chills
  - Cough
  - Shortness of breath or difficulty breathing
  - Fatigue
  - Muscle or body aches
  - Headache
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea
6. Was your temperature 100.4 or above this morning?

### ***If You Answer YES to Any of the Above Questions:***

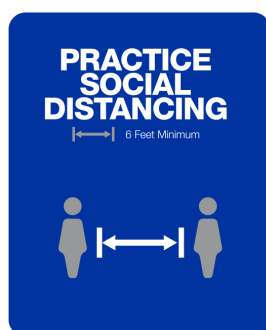
- Stay home.
- Employees should contact their healthcare provider and follow the healthcare provider's directions.
- Follow protocol for releasing from isolation & quarantine as outlined on page 11.
- If you have reported symptoms, **please answer your phone** when called to facilitate the local health department contact tracing process.



## PRACTICE PREVENTIVE HYGIENE

To prevent transmission of the virus, students and employees are expected to:

- Wear a face covering as mandated by the Governor's Executive Order 2020-52 and affirmed by the Reno County Commission. Cloth masks should be washed regularly. For your comfort and safety, we recommend you provide your own mask if possible.
- Wash hands frequently and use alcohol-based sanitizer when soap and water are not available.
- Cover your mouth when coughing or sneezing.
- Practice social distancing by maintaining a distance of approximately six feet.
- Keep meetings and gathering minimal and reserved for essential activities.
- Use the stairs. If it's necessary for you to use an elevator, no more than one person should ride the elevator at a time.
- Clean frequently touched surfaces such as phones, laptops, keyboards, etc.



### Cleaning/Disinfection

Our Facilities Department has enhanced its disinfecting and cleaning practices across campus and is paying particular attention to high-traffic areas and high-touch fixtures such as doorknobs, light switches and handrails. They monitor soap and hand sanitizer dispensers and are refilling them as needed. If you find a station that needs to be refilled please notify a HutchCC employee with the exact location.

In classrooms we will make cleaning supplies available and encourage students to wipe down their seating area before class begins. In classrooms where computers are used, this will include the keyboard and mouse.



## **PRACTICE PREVENTIVE HYGIENE (CONTINUED)**

### **Masks**

HutchCC mandates all students, faculty, staff and visitors wear a mask in accordance with Governor Kelly's Executive Order. HutchCC recognizes that there may be instances in which a student cannot wear a mask or may choose not to wear a mask to class. Those students will be given the opportunity to participate either in a remote or online session or may be socially-distanced from others within the classroom. It may also be necessary for the removal of masks for instructional purposes. In these cases please follow social distancing requirements and follow your instructor's directions. It is the goal of HutchCC to keep all of our stakeholders safe by reducing the risk of the spread of Covid-19.

### **Handwashing**

Wash your hands often with soap and water for at least 20 seconds, especially after being in a public place, after blowing your nose, coughing, sneezing or touching your face. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands with soap, and after rinsing, pat completely dry. Avoid touching your eyes, nose and mouth, but if necessary, be sure to wash your hands before and after touching your face. Hand sanitizing stations are located across campus and will be refilled as needed.

### **Social Distancing**

Keeping space between you and others is one of the best ways to avoid being exposed to the COVID-19 virus, slowing the spread, and helping protect people who are at higher risk. Since people can spread the virus before they know they are sick, it is important to stay away from others when possible, even if you do not have symptoms. Employees who have returned to campus should follow these social distancing practices:

- Always stay at least 6 feet (about two arm's length) from other people
- Stay out of crowded places and avoid mass gatherings
- Wear facemask or face covering when not in personal offices

### **Responsible Behavior**

Engage in responsible behavior to reduce the risk of becoming infected and infecting others. While the college might do everything in its power to control behaviors within classrooms, dorms, and other settings, individual risky behavior off campus or away from these controlled environments will inevitably undermine those efforts.



## **PRACTICE PREVENTIVE HYGIENE (CONTINUED)**

### **Self-Monitoring Responsibility**

Employees and students are expected to self-monitor for symptoms daily before coming to campus. These symptoms include:

- Fever (100.4 or above) or chills
- Shortness of breath or difficulty breathing
- Cough
- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- Congestion or runny nose
- New loss of taste or smell
- Diarrhea
- Nausea or vomiting
- Known close contact with a person who tested positive for COVID-19.

Close contact means being closer than six feet for an extended time period (usually at least ten minutes) while the person was infectious. Close contact does not mean being more than six feet away in the same indoor environment for a long time, walking by or briefly being in the same room.

### **What to do if...**

You are not feeling well, are symptomatic or have been in close contact with someone who has tested positive:

- Employees should contact their supervisor to inform them you will not be at work due to illness; faculty should notify their department chair and the Academic Affairs office (620-665-3507) to arrange class coverage.
- Next, contact the Reno County Health Department or your health provider and follow the healthcare provider's instructions;
- Finally, contact Brooks Mantooth in Human Resources by e-mail or phone.

<https://www.coronavirus.kdheks.gov/224/What-to-do-if-you-think-youre-sick>

## SYMPTOMATIC

What to do ***if you have COVID-19 symptoms***, but have not been around anyone diagnosed with COVID-19:

- Contact your health provider regarding testing and follow their instructions.
- If you do not have a medical provider, you can contact PrairieStar Health Center at 620-663-8484.
- Stay home except to get medical care.
- Wear a mask.
- Separate yourself from other people in your home.
- Cough and sneeze into your elbow bend, then wash your hands.
- Wash your hands often and avoid touching your face.
- Clean high-touch surfaces every day.
- Don't share personal items with anyone.
- Monitor your symptoms.

## RELEASING FROM ISOLATION & QUARANTINE

If you have confirmed or suspected COVID-19 and ***have symptoms***, you can ***end home isolation when***:

- You have been fever-free for at least 72 hours without the use of fever-reducing medication AND
- Your symptoms have improved AND
- At least ten (10) days have gone by since your symptoms first appeared.

If you test positive for COVID-19, but ***have not had any symptoms***, you can ***end home isolation when***:

- At least ten (10) days have passed since the date of sample collection as long as the case remains asymptomatic.

If you have been told by a public health or other authority that ***you are a close contact of a laboratory confirmed case of COVID-19***:

You must quarantine yourself for 14 days after your last contact with the case.



## CLOSE CONTACT

If you have been told by a public health or other authority that you are a close contact of a laboratory confirmed case of COVID-19, you must quarantine yourself for 14 days after your last contact with the case.

Close contact means being closer than six feet for an extended time period (usually at least ten minutes) while the person was infectious. Close contact does **not** mean being more than six feet away in the same indoor environment for a long time, walking by, or briefly being in the same room.

Those who are under a 14-day home quarantine should not attend school, work or any other setting where they are not able to maintain about a 6-foot distance from other people. If they are able to attend settings where they can maintain this recommendation for a 6-foot distance from others, then they can attend.

An exposure to a case-related quarantine is for 14 days, starting with the day after your last contact with the case. If you do not develop symptoms of COVID-19 during your quarantine period, then you are released from quarantine at the end of the 14 days.

## STUDENT HOUSING PLAN

HutchCC Housing is planning to be open for Fall 2020. Check-in for general students is Monday, August 10 with specific check-in times assigned to residents between 9:00 am - 3:00 pm that day. To encourage social distancing and cut down on exposure, each resident is allowed no more than two people (no one under 10 years of age) to help them move in.

Until further notice, these are the safety protocols that will be followed in HutchCC Housing:

- If you are not feeling well and exhibiting signs of COVID-19, call your healthcare provider or PrairieStar Health Center and make an appointment. Make sure to tell them you are concerned about symptoms of COVID.
- Then e-mail COVID-19@hutchcc.edu and let us know that you are being tested for COVID. You will need to self-isolate in your room, and your roommate will need to do the same. HutchCC Housing will respond with further steps.

HutchCC has set aside quarantine housing for students who test positive for COVID or have been exposed and deemed vulnerable to contracting COVID. When in quarantine, residents cannot leave their quarantine quarters until they are cleared by medical professional. The current practice is 10 days past diagnosis and 14 days past close exposure (roommate) to a positive-case person. Meals will be delivered to those students and their classes will move to an on-line format until they are out of quarantine.



## **STUDENT HEALTH SERVICES**

Students needing healthcare services have been directed to contact PrairieStar Health Center (620-663-8484) if they do not have a healthcare provider. The former student health center on 14th Avenue, near main campus, is no longer in operation.

## **FOOD SERVICE PLAN**

The renovation of the dining facility in the Parker Student Union is nearing its end. It's our hope that it will be available for use in early September. Until that time, Great Western Dining is serving meals in the east practice gym of the Sports Arena. While socially-distanced seating will be available when it's completed, we will encourage students to take their meals to-go.

## **ATHLETICS/DILLON LECTURE SERIES/FINE ARTS**

For the 2020-21 academic year, the National Junior College Athletic Association (NJCAA) has issued a plan of action regarding athletic activities.

The Dillon Lecture Series has rescheduled its October lecture with Col. Mark Tillman to February 23, 2021 and is working on a contingency plan for the November lecture.

We are evaluating the potential for hosting some fine arts events while complying with social distancing requirements.

## **DISCLAIMER**

In Kansas, a person who may have been exposed to an infectious or contagious disease by being within close proximity of an infected person is known as a contact. For COVID-19 contacts, Kansas law (L. 2020 Special Session, Ch. 1, Section 16 (h)) allows this community college to share contact information when we become aware of a confirmed case involving COVID-19 if the contact consents. For the safety of our academic community, we have adopted the policy that your use of and presence at our facilities as students, faculty and staff is your consent to our release of contact information to public health authorities. If you do not wish to provide such consent, you may opt-out by signing a written form and providing the signed form to the Student Success Center in the Parker Student Union. The opt-out consent form can be picked up at the Information Counter in Parker Student Union or [www.hutchcc.edu/covid-19](http://www.hutchcc.edu/covid-19).

A student who desires consideration under the COVID-19 exception in Hutchinson Community College Attendance Policy 1010 must contact Student Services at [COVID-19@hutchcc.edu](mailto:COVID-19@hutchcc.edu). The student should not submit any documentation via e-mail. Student Services will advise the student on how documentation is to be submitted.

Employees who desire consideration for COVID-19 related excused absences from work must notify Human Resources (HR). HR will contact the employee's supervisor.




Information contained within this document is subject to change and will be updated as new information is made available from state and local authorities. Refer to [www.hutchcc.edu/covid-19](http://www.hutchcc.edu/covid-19) and [coronavirus.kdheks.gov](http://coronavirus.kdheks.gov) for current information.



## **UNDERSTANDING THE SCHOOL'S ROLE IN THE PUBLIC HEALTH RESPONSE**

- If there is a student, faculty or staff member that tests positive in a college setting, Public Health can share information about the case with the school if the information is needed to help manage the health of the case, or if the information is needed to help control the spread of disease on campus.
- The expectation is that the school will work with the local health department (LHD) to help with identifying close contacts if there are close contacts related to the school. The LHD will interview the case and ask about close contacts during their infectious period. If the case has no close contacts, or can name all of their close contacts and give contact information (phone numbers), then the school may not be involved much with contact tracing.
- A more likely scenario is that students can tell Public Health which classes or activities they went to but cannot identify the names of everyone they came into contact with. In that scenario, the school will be asked to come up with the list of close contacts and phone numbers.
- With the new contact tracing law, the list of close contacts and phone numbers that the school has compiled cannot be shared with Public Health without consent from the contact.
- From information provided by the LHD, the school can let contacts know that they were potentially exposed and are now quarantined.
- In order for Public Health to know exactly who is in quarantine, so that Public Health can issue official quarantine orders and also follow up with the close contacts during their quarantine period to check for symptoms and help arrange for testing if they become symptomatic, the contact has to consent. The school may decide to obtain individual consent from close contacts prior to sharing their information with Public Health.
- KDHE is recommending that each college and university establish a policy that states that, for the purposes of disease investigation and controlling the spread of COVID-19, if a student/faculty/staff member is identified as a close contact to a case some limited information including the contact's name and phone number will be shared with Public Health for the purposes of follow-up. Contact tracers will destroy any identifying information including the name and phone number once the close contact is no longer in quarantine. The policy should allow for an option to opt out.

## What are the differences between social distancing, quarantine, and isolation?

	Social Distancing	Quarantine	Isolation
<b>Who is it for?</b> 	Anyone who hasn't been exposed to the disease.	People or groups who <b>don't</b> currently have symptoms but were exposed to the disease.	People who are <b>already sick</b> with the disease.
<b>What is it?</b> 	A day-to-day precautionary measure used by non-exposed people to help prevent the spread of a disease.	A prevention strategy used to monitor and separate <b>well people</b> who may have been exposed to a disease for a certain amount of time to see if they become ill. Helps prevent the spread of disease. Usually takes place in the home.	A prevention strategy used to separate people who are <b>sick</b> with an infectious disease from healthy people. Helps limit the spread of disease. Can take place in the home or hospital. Healthcare providers often send patients to home-isolation when they no longer require medical attention.
<b>When do I use it?</b> 	All the time until further direction by KDHE or the local health department.	<p>If you have recently traveled to a country or US state with widespread community transmission of COVID-19, or been on a cruise or river cruise, or if you have come into close contact with someone who has COVID-19.</p> <p>Consult the KDHE website or contact your local health department if you are unsure if you should self-quarantine.</p>	If you are waiting for COVID-19 test results, have tested positive for COVID-19, or have symptoms of the disease without a test. Contact your healthcare provider immediately if you are experiencing symptoms severe enough to seek healthcare. If symptoms are mild, stay at home and isolate away from others.

<b>How long is it for?</b> 	Indefinite until otherwise directed.	<p>14 days after your last exposure.</p> <p>Once your quarantine period has ended, if you do not have symptoms, you may return to your normal routine.</p>	<p>10 days from the beginning of symptoms OR</p> <p>72 hours after fever is gone without the use of fever reducing medicine and other symptoms have significantly improved</p> <p><b>WHICHEVER IS LONGER</b></p>
<b>What does this mean for my daily life?</b> 	<p>Avoid large gatherings and groups of over 50 people. Try your best to stay 6-feet away from people. Call or video-chat with loved ones, particularly those that are elderly or have underlying health conditions that places them at high-risk.</p> <p>If possible, work from home.</p> <p>Practice good hygiene and avoid shaking hands or touching your face.</p> <p>If you are feeling sick, stay home and if needed, call a healthcare provider.</p>	<p>Stay at home and avoid close contact with others. Do not attend school, work or any other setting where you cannot maintain about a 6-foot distance from other people. Call or video-chat loved ones.</p> <p>For food, medication, and other necessities. - have friends, family, or delivery services deliver supplies.</p> <p>Standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often.</p> <p>If you are in home quarantine, monitor your symptoms and if you become ill and need medical attention call your healthcare provider.</p>	<p>Do not leave your home unless it is in an emergency. If you are in a home with others, stay in a room by yourself. Call or video-chat loved ones.</p> <p>For food, medication, and other necessities. - have friends, family, or delivery services deliver supplies. and try to stock up for the duration of the isolation.</p> <p>Standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often.</p> <p>If you are in home isolation, monitor your symptoms and if you need medical attention, contact with your healthcare provider.</p>

INFORMATION PROVIDED BY HUMAN RESOURCES OFFICE

# COLLEGE COVID-19 RISK LEVELS

All these ratings are subjective and can vary depending on social distancing, wearing masks, number of people and other factors.

 <p>Online Classes</p>	 <p>Exercising by yourself outside</p>	 <p>Virtual Study Groups</p>	 <p>Playing Videogames</p>	<p><b>Low</b></p>
 <p>Grocery Shopping</p>	 <p>Walking across Campus</p>	 <p>Playing Disk Golf</p>		<p><b>Low to Medium</b></p>
 <p>Going to the Rec</p>	 <p>Studying alone or with a Friend</p>			<p><b>Medium</b></p>
 <p>Small Indoor Parties</p>	 <p>Eating at the Dining Hall</p>	 <p>Tailgating</p>		<p><b>Medium to High</b></p>
 <p>Large Indoor Parties</p>	 <p>Participating in Intramurals</p>	 <p>Communal Housing and Activities</p>	 <p>Attending a Sporting Event</p>	<p><b>High</b></p>



# COVID-19 VISIT GUIDELINES

## FALL 2020

**Hutchinson Community College is closely monitoring the COVID-19 situation and has followed local, state, and national health organization guidance in this plan for hosting visitors on our campus. Please review the guidelines below so you know what to expect during your upcoming visit experience.**

**Registration:** So that we can offer the safest and most positive visit experience, registration for a campus visit is required by **each** prospective student.

**Campus Tours:** Campus tours will be offered at select times Monday-Friday beginning August 24, 2020. To help prevent possible exposure, campus visits are limited to only one family at a time for a total of three people max (prospective student plus up to two parents/guardians). We will not be offering group tours at this time.

**Arrival Procedures:** You may park in the lot located in front of the Student Union (located off of 14<sup>th</sup> street). Visitor parking is limited due to the construction of our dining hall expansion so please allow extra travel time. Admissions is located on the first floor of the Student Union. When you come into the building you will see the Information Desk and you may check in there for your visit. **We ask that you please do not check in more than 10 minutes prior to your scheduled tour time.**

**Refreshments:** At this time, we are not able to offer refreshments to visitors. We encourage you to bring a bottle of water with you.

**\*\*Please note that these guidelines can change at any time.\*\***

**Face Coverings:** Face coverings are **required** of our employees and student ambassadors. We also ask that our visitors wear a mask at all times while on your visit/campus. This is the best way for us to ensure the health and safety of all involved in the visit experience. We encourage each guest to bring their own face mask/covering. Admissions will have a limited supply of disposable face coverings available for guests who don't have or forget to bring one.



**Social Distancing:** Tour guides, staff, and guests **will be required to use proper social distancing** (remaining 6 feet apart) throughout the entire visit.

**Health Self-Check:** All guests are asked to do a health self-check the day of their visit. Tour guides and staff also have this requirement for each day they work. This includes experiencing any of the following: fever over 100.4, loss of smell/taste, cough, muscle aches, sore throat, shortness of breath, chills, headache, nausea/vomiting, diarrhea or loss of appetite. Anyone who is not feeling well, who is experiencing COVID-19 symptoms and/or who realizes they may have been exposed to the virus in the past 14 days should refrain from visiting campus as the health and safety of our visitors and employees is our top priority. If you need to cancel or reschedule your visit please call the Admissions Office at 620-665-3535.

**Residence Halls:** At this time, **only** the prospective student will be allowed inside to tour the Residence Halls.

**Handshakes:** Per social distancing guidelines, we discourage personal contact and will be unable (as hard as this will be!) to offer a handshake.

**Please know that we have taken the time to ensure that our staff and student ambassadors are following the precautions put in place. Our guidelines for our visiting families is to ensure not only their safety but that of our entire campus community. All of us here in Admissions thank you for your cooperation!**

**Updated information can be found at: [hutchcc.edu/covid-19](https://hutchcc.edu/covid-19)**

# QUICK REFERENCE

## **Vice President of Student Services**

Brett Bright

620-665-3579 or COVID-19@hutchcc.edu

## **Human Resources**

Brooks Mantooth

620-665-3497 or mantoothb@hutchcc.edu

## **Technical Support**

IT Help Desk

620-665-3524 or techsupport@hutchcc.edu

## **Local Medical Resource**

PrairieStar Health Center

620-663-8484

## **Health Department**

Reno County Health Department (Hutchinson) 620-694-2900

Harvey County Health Department 316-283-1637

McPherson County Health Department 620-241-1753