

Office of Research: Archive page for COVID-19 guidance

Last update: 7.8.21

<https://www.washington.edu/research/wp-content/uploads/COVID-19-Web-Archives-for-Research.pdf>

Mitigating Impacts to Research Activities Due to COVID-19

Background

Current Healthy Washington status: Phase 3

[Note: All documents within this page referring to Phase 2 are currently being updated and replaced with Phase 3 content]

[Updated 3.22.2021] As of March 22, 2021, the State of Washington is in Phase 3 for Healthy Washington: Roadmap to Recovery, in accordance with the state's [Healthy Washington plan](#) (pdf) and its [Campus Reopening Guide](#) (pdf). In Phase 3, physical distancing, masking, disinfection, and staying home if you are sick or experiencing symptoms are still required by the State regardless of vaccination status, and the UW must comply with those requirements.

What has changed that could impact research:

- Virtual meetings and small gatherings are still strongly encouraged. However, in-person work or academic and other University-related meetings and gatherings (including those for research purposes) **may occur under the following conditions (all must be met):**
- Total attendees are within [space capacity/occupancy limitations](#) as dictated by health guidelines (distancing, masking, cleaning)
- A COVID-19 Site Supervisor is available and appropriate personnel are on site to monitor compliance with COVID-19 safety protocols
- Employees who are currently teleworking are not required to come to work in person, including for meetings, unless it is required to support critical unit operations; if you have in-person research-related meetings, a remote option must be provided
- Units have worked with Building Coordinators to review [building readiness guidelines](#) and ensured meeting spaces can be accessed and re-occupied in a safe manner

Guidance for fully-vaccinated UW personnel working on-site: UW personnel are required to follow all COVID-19 prevention measures in the [University's COVID-19 Prevention Plan](#) and their unit's plan, even after getting vaccinated. All Washington residents age 16 and older will become eligible for vaccination on April 15. [See EH&S, Guidance for UW personnel who are vaccinated for COVID-19.](#)

In-person social events and gatherings: Phase 3 raises capacity limits for in-person events. The state's requirement for six feet of distancing remains in effect and often will be the primary factor limiting the capacity of workspaces, labs, classrooms and meeting rooms. Masks continue to be required at all UW facilities, and you must stay home if you have any symptoms. These requirements all apply even if you're fully vaccinated. Hold remote when possible.

Travel: Updated travel quarantine guidance: Anyone who has traveled should still quarantine for either 7 days if they test negative 3-5 days after returning or 10 days if they do not get tested, even if vaccinated. See this [link](#) for more updated travel-related quarantine guidance. Non-essential travel is still discouraged.

Research is a core function of the University. As such, the Governor's order allows the University to designate a critical workforce to maintain research continuity. Moving ahead, instead of implementing a "segmented" approach based on area of research, we will implement a "phased" approach for all of research. This approach will guide which employees may return to worksites and under what conditions they may return. We have also aligned with the Governor's 4-phase approach, and the University's broader "Return to Work" and "Return to School" planning. Strict requirements will remain in place to maintain the safety of the workplace, and any movement between phases will happen cautiously and gradually. We will continue to monitor public health metrics closely and, should negative indicators develop, we will dial research activity back down.

Most types of in-person* research are currently allowed subject to a set of requirements outlined below. In addition, restrictions on research subject to [human subjects restrictions](#), (see the section below, "What about Human Subjects Research?"), and on fieldwork (see section below and also [and](#) , and on [research requiring travel](#) will also be in place. Be sure to consult the [UW's Novel coronavirus & COVID-19: facts and resources](#) webpage as it contains important information for everyone in the UW community. Remember, it is still the case that no one can be pressured to carry out on-site research if they are concerned about their safety, the safety of others, or if they have home-care obligations. Your HR representative can help you with any difficult situations in that regard.

**in-person refers to an in-person, face-to-face, and/or facility-based activity*

This webpage contains guidance and resources to prepare for and implement a safe return to in-person research.

Guidance for the Research Community

Guidance for Returning to In-Person Research

This [Guidance for Returning to In-Person Research](#) webpage is a great resource with guidance and resources to prepare for, and implement a safe return to in-person research; includes a Planning and Implementation Toolkit.

Guidance Under the Governor issued "[Healthy Washington–Roadmap to Recovery](#)."

What research is allowable under [Healthy Washington–Roadmap to Recovery](#)?

Allowable research is the same that has been in place since March 2020. For more information see the sections below on human subjects research and fieldwork.

Childcare Resources

Child-care resources, including drop-in care are available on the UW HR webpage, [Child and family care during COVID-19](#).

What about Human Subjects Research?

The Human Subjects Division (HSD) website pages [COVID-19 and Human Subjects Research](#) and [Human Subjects Research Allowed During the COVID-19 Pandemic](#) (*link added 8.17.2020*) are the primary sources of information about which human subjects research involving in-person interactions is currently allowed per

University policy. Restrictions and requirements described at the HSD webpage are in addition to the broader University guidance about resuming all research. It also provides specific recommendations and considerations about conducting human subjects research during the COVID-19 pandemic.

Transitions from one phase to another of the University's Resuming Research plan, including phases for resuming human subjects research, are announced on this the Office of Research webpage, the [HSD COVID-19 webpage](#), and the HSD [e-newsletter](#). The e-newsletter also announces new or revised information about specific issues. Please send any questions to hsdinfo@uw.edu.

Animal Research Issues

Even with all buildings being locked 24/7, your existing animal facility access remains the same. See the [OAW website](#) for current information and announcements.

Proposal Deadlines *[Updated 1/25/2021]*

In accordance with the Governor Inslee's directives, OSP has moved to an entirely remote work platform. Walk-in assistance at the UW Tower has been temporarily suspended. Rest assured, during this time OSP continues to operate during normal business hours (Monday-Friday, 8:00 a.m. – 5:00 p.m.).

If your proposal is regarding Covid-19 related research OR your proposal preparation was impacted by Covid-19, please note you can request a GIM 19 waiver. See [OSP's homepage](#) for more information.

Canceled Travel

If you have to cancel any Travel, please see the following resources for information on the allowability of non-refundable travel costs:

- [Non-Sponsored Award Travel](#)
- [Sponsored Award Travel](#)

Conferences

The recently updated [COVID-19 Prevention Guidelines for In-Person Events](#) in Phase 3 allows University units to host a conference/event up to 50% capacity of an indoor space, as long as a 6-foot distance between people can be maintained at all times. Groups of more than 100 people at any conference/event/meeting requires University approval through EH&S. A COVID-19 prevention plan must be completed prior to the event. Virtual attendance is still the safest option and should be promoted and encouraged in place of in-person attendance. If an in-person event is necessary, attendance should be limited, and in-person contact during the event should be limited in accordance with the current phase requirements. If the people attending are UW personnel only, you could consider it to be a work-related "meeting" instead of an event. In this case, you would refer to the [Room Occupancy Limits Guidance](#), which limits the capacity of indoor meeting spaces at 50%. *[Updated 3.25.2021]*

Returning to In-Person Research Involving Fieldwork

Posted below are guidelines and tools for carrying out fieldwork during the COVID-19 epidemic. Updates will be posted as local requirements change. Many thanks to Stephanie Harrington, Suzanne Hawley, Greg Miller, and Mari Ostendorf for putting this information together, and to many at EH&S for providing important input.

[UW Field Operations Safety Manual](#)

[UW Fieldwork Health and Safety Plan \(COVID-19 Prevention\)](#) *[Updated 3.26.2021]*

[Returning to In-Person Research Involving Fieldwork: Decision Tree](#) *[Updated 3.25.2021]*

[Fieldwork Authorization Letter](#)

[UNOLS News Coronavirus Considerations Document](#)

[COVID-19 Prevention Guidelines for Small Boat Operations](#)

Please note that these are guidelines, not firm policy, as we expect some unique situations must be considered. These tools are designed to help PIs and their research teams think through various possibilities and be prepared. Ultimately the Dept Chair or equivalent needs to make the final decision regarding requirements for each Fieldwork Plan, as some fieldwork will be unique. We are happy to help, as is EH&S.

- Contact Office of Research: research@uw.edu
- Contact EH&S: ehsdept@uw.edu

In general, the same types of standards that would be expected on campus apply in the field. This includes: involvement of the minimum number of participants required to do the work safely, PPE/face coverings, social distancing, attestations, personal hygiene, daily cleaning of equipment/gear, willing participants.

These tools are very thorough by design. However, please note that many of the sections are not applicable when the fieldwork is local and people are working from home (i.e., day trips into the field). This extensive list should be viewed as a menu; not all items will apply to all types of fieldwork. Requirements become much more complicated when the fieldwork involves travel and overnight accommodations, as this means that specific protocols that meet the same on-campus standards must be developed for: travel, lodging, meal preparation and delivery, provisioning, etc. in addition to the work itself. Again, the same COVID-19 prevention measures must be brought into the field.

Specific challenges can include –

- Cloth face coverings and medical/procedural masks are not effective when wet, so other PPE may need to be acquired (e.g., face shields), depending on expected environmental conditions
- Plans must be developed for medical isolations in the field as well as emergency evacuations in the context of a pandemic
- Not all field sites are accessible – so researchers are having to do a lot more homework on whether their travel into a region will be allowed and whether their permits will be honored
- Lack of internet connectivity
- Dependable access to running water
- Establishing regular check-ins
- Need to work at less than 6 foot distance; special precautions must be taken including face shields, frequent hand-washing and disinfection protocols. May consider 2-week isolation if the fieldwork time period is sufficiently long - see guidance, "[Research Work at Less Than 6 Foot Apart](#)"
- Special restrictions apply to multi-day ship-board fieldwork. Please see this email with link to the *Coronavirus (COVID-19) Considerations for Making Decisions Regarding Conducting Science Onboard S. Academic Research Fleet Vessels* from [UNOLS](#).

Remember: if one member of the team gets sick, everyone will have to self-isolate for 2 weeks! It is common sense to take major precautions.

Also, it is important to keep an eye on conditions in a different state or county—if requirements are more stringent than King County, it will be necessary to follow requirements in place for the study site.

While some of the preparations and precautions may seem cumbersome, they will enable the safe execution of research activities in the field. Researchers might also consider items that are not necessarily COVID-related as best practice for fieldwork even after the pandemic ends.

Undergraduate and Graduate School Research Guidance

Guidance for Graduate Students and Postdoctoral Fellows [*Update 6.22.2020*]

1. Throughout each of the Governor's Phases, we encourage research group leaders to make the best decisions for all members of the research group. Your health and safety is our first priority.
2. We encourage regularly (at least weekly) scheduled opportunities for the research group to connect (via [Zoom](#)/Microsoft Teams/etc.) where expectations and concerns are shared constructively and compassionately.
3. At this time, most research at UW is allowed, with restrictions as noted above. We continue to note that in this emergency situation, productivity may look different than it did before and remote work continues to be encouraged if at all feasible. As mentioned in #2, it is acceptable and expected that managing expectations will be necessary as everyone evolves to the 'new normal' environment.
4. If graduate students, postdoctoral fellows and research staff are responsible for critical laboratory operations including carrying out approved research activities, then they should maintain access to the research space for these activities.
5. If you are allowed to come to your usual place of work, and are required to travel there but normally rely on public transportation, the UW has opened parking at the E01 or E18 parking lots (UW main campus) and the 850 Republican Street garage (UW SLU campus) and will not ticket parkers there, as we mitigate our response to COVID-19. We encourage you to take advantage of this opportunity.
6. As noted above, when working remotely, graduate students and postdoctoral fellows are encouraged to perform appropriate activities with their original appointment (e.g., analyzing data, writing manuscripts, progress reports and their thesis, preparing for a General Exam or final dissertation defense, etc.) unless you have been reassigned to an alternative appointment by your department or PI. Additional work may be assigned by the PI/research group leader. While the location of the work has changed, these activities should all be in support of your original appointment and/or fellowship, and as such, there is no expectation of additional compensation.
7. We encourage international postdocs to be in contact with both the [ISS](#) and their home country for guidance, as the situation evolves.
8. We encourage programs, faculty, and research directors to make the most appropriate and informed decisions possible to support graduate students and postdoctoral fellows; the Graduate School, [Core Programs](#), and the [Office of Postdoctoral Affairs](#) are ready to consult as necessary.

Note that some of this content may be also included in the section above, "Working Remotely."

Guidance for Undergraduate Researchers [*Update 8.17.2020*]

At this time, undergraduate researchers are under a number of restrictions. All undergraduates should consult with their mentors to determine how to proceed, and how to maintain their safety while pursuing research activities.

Certain types of human subjects research are not allowed. Be sure to check the [Resuming Some Human Subjects Research \(July Information\)](#) for that information. For undergraduate research involving fieldwork, including community work, please see the statement above regarding fieldwork. Note that some Schools, Colleges, or Departments may make local decisions about undergraduate research that are more restrictive. Be

sure to check with your unit head about this. For other research, undergraduates may carry out research either for credit, volunteer, or paid, if it can be done remotely. They can be encouraged to work on activities such as literature review, coding qualitative data or working on other research tasks remotely, writing up research already completed, or watching someone else working at the bench by video as they describe what they are doing. They may carry out approved on-site research, but they must follow the required safety conditions:

- Daily [symptom attestation](#), via Workday if an employee, via email to supervisor if not
- Staying home if sick or experiencing even mild symptoms of illness
- [Social distancing](#) of at least 6 feet. It is possible to provide limited training at less than 6 feet distance, by following our [guidance on Research work at less than 6 foot apart](#). The time spent at less than 6 feet distance should be minimized (keep to less than 15 min if at all possible), and additional PPE and precautions must be taken. Remember that anyone who has been in close contact (less than 6 feet for more than a few minutes) with a confirmed COVID-19 case **must stay home** for 14 days since their last contact with that person.
- Frequent laboratory [decontamination](#) and [disinfection](#) procedures
- Personal safety with appropriate personal protective equipment and frequent hand-washing

Environmental Health and Safety Issues

The Environmental Health & Safety Department (EH&S) much like the rest of the University, is [operating](#) with fewer staff on campus and more staff members working remotely. EH&S is collecting waste, reviewing and responding to research applications, and providing ongoing health and safety support for campus. The Institutional Safety Committees, Institutional Biosafety Committee, and Radiation Safety Committee are operational and meeting remotely.

To help prevent the spread of COVID-19 in your labs and other work spaces, please read and implement the following EH&S guidance documents and resources:

- [Change your mask before leaving the lab](#)
- [EH&S, Guidance for UW personnel who are vaccinated for COVID-19](#)
- [UW Field Operations Safety Manual](#)
- [Workplace COVID-19 Risk Level and Selection of Personal Protective Equipment \(PPE\)](#)
- University of Washington COVID-19 Prevention Plan for the Workplace ([PDF](#), [Word](#))
This guidance helps ensure the health and safety of personnel by reducing the potential for COVID-19 transmission. University units use the University's COVID-19 Prevention Plan as the basis for developing unit-specific plans. These unit plans will then be submitted to the Executive Office for review and approval prior to returning to on-site work
- [UW Guidance for Symptom Monitoring for COVID-19](#)
This guide is for UW units implementing COVID-19 symptom monitoring of faculty and other academic personnel, staff, students, contractors, visitors, volunteers, and other personnel who present in-person at any University worksite.
- [Notice to vendors and contractors](#)
This notice provides information to vendors and contractors working on site at a University-owned or leased facility to stay home if sick, maintain social and physical distancing, and practice good hygiene.
- [COVID-19 Risk Level and Selection of Personal Protective Equipment \(PPE\)](#)
EH&S has developed a COVID-19 Risk Level and Selection of Personal Protective Equipment (PPE) based on job activities.
- [Guidance on Facemask Use for Preventing the Spread of COVID-19](#)
Keeping a distance (at least six feet) from other people is our best protection against COVID-19; however, wearing a mask can add another layer of protection.
- [Guidance for Conservation of Personal Protective Equipment](#)
EH&S recommends measures to conserve personal protective equipment (PPE) while maintaining our commitment to provide a safe and healthy place to work.

- [Guide to Business Continuity and Recovery Planning for Laboratories and Research Spaces](#)
Use this guide to supplement your existing business continuity plans. It includes a checklist and is intended to assist faculty, staff, laboratories and research facilities in maintaining research continuity consistent with their own unique needs and circumstances.
- You are *not* required to keep your research activities open. If you ramp down or shut down, please see the [Research Shutdown Checklist](#) for helpful guidance.
- Read the guidance for practicing [social distancing](#) in laboratories and other research environments.
- View a list of COVID-19 health and safety resources on the [EH&S website](#).

University facilities units are implementing enhanced cleaning of high touch surfaces to help prevent the spread of COVID-19. The U.S. Centers for Disease Control and Prevention (CDC) recommends cleaning and disinfecting frequently touched surfaces (e.g., doorknobs, tables, computer keyboards, handrails, exercise rooms).

EH&S asks research laboratories and facilities to also implement [enhanced cleaning and disinfecting](#) of high touch surfaces. This includes switches, benchtops, commonly used hand tools, and shared PPE.

- Disinfect hard, non-porous surfaces with an [EPA-registered disinfectant](#), an alcohol solution with at least 70% alcohol, or a 10% bleach/water solution.
- It is also recommended that all departments purchase single-use disinfectant wipes for touchpoints within their workspaces.
- Please avoid putting disinfectant gels or liquids on electronics and other equipment, including elevator buttons, unless they have been indicated as safe to use on those devices.
- Additional guidance is available in the [enhanced cleaning and disinfection protocols](#).
- Contact labcheck@uw.edu or 206.685.3993 for consultation on cleaning and disinfecting your workspace.

If you have any questions about resources for addressing health and safety issues, please contact EH&S Research & Occupational Safety at labcheck@uw.edu or 206.685.3993.

EH&S has moved some instructor-led classroom courses to an online format and delayed others to occur in July 2020 in accordance with social distancing guidelines. (For this same reason, Labor and Industries will not cite [renewal expirations](#).) Please check the [Training](#) page for updates on instructor-led courses.

Working Remotely

[This section has been moved to our [Archives](#)]

Critical Personnel

[This section has been moved to our [Archives](#)]

Locked Buildings

[This section has been moved to our [Archives](#)]

[Guidance for Returning to In-Person Research](#)

Background

[Note: All documents within this page referring to Phase 2 are currently being updated and replaced with Phase 3 content]

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Most types of in-person* research are currently allowed subject to a set of requirements.

- See [human subjects restrictions](#)
- Fieldwork: [UW Fieldwork Health and Safety Plan \(COVID-19 Prevention\)](#) and [Returning to In-Person Research Involving Fieldwork: Decision Tree](#) ***[Both updated 3.26.2021 and 3.25.2021 respectively]***
- [Research requiring travel](#)

Consult the UW's [Novel coronavirus & COVID-19: facts and resources](#) webpage as it contains important information for everyone in the UW community. Remember, it is still the case that no one can be pressured to carry out on-site research if they are concerned about their safety, the safety of others, or if they have home-care obligations. Your HR representative can help you with any difficult situations in that regard.

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This webpage contains guidance and resources to prepare for and implement a safe return to in-person research.

Planning and Implementation Toolkit

The tools included below are provided to assist in developing and implementing a plan for a gradual return to research.

Types of Research and Considerations for Each

This matrix is intended as a tool for units to use when considering the different types of research in their units and the requirements and responsibilities associated with each.

[Returning to In-Person Research: Decision Tree](#) *[Updated 3/23/2021]*

(Note: To open this resource on a mobile device the appropriate software (Word or Excel) must be installed on the device.)

Checklist for Developing a Return to In-Person Research Plan

Heads of research labs: use this checklist as you prepare for returning to in-person research work.

[Checklist for Developing a Return to In-person Research Plan](#) *[Updated 3/23/2021]*

Example of Guidelines for Laboratory Research (School of Medicine)

[School of Medicine Guidelines for COVID-19 prevention while working in the laboratory](#)

Guides for Returning to In-Person Research by Topic

As the COVID-19 pandemic continues to evolve and new information becomes available, we have carefully considered optimal strategies and requirements to protect the safety of our researchers, anticipating short and long-term needs. This topical list of guides provides guidance and requirements. Please print, share, and post these prominently in your research facilities.

Guidance for Researchers Post-June 30

Published 7/1/21

The Governor's announcement yesterday is welcome news for our daily lives as masking and social distancing requirements are relaxed/eliminated for most of our personal activities.

The University, however, is under regulation as a workplace by the Washington State Department of Labor and Industries (L&I). L&I also published their regulatory updates yesterday and the University is in the process of finalizing policies and procedures for their implementation to be in effect by the end of next week. This will include guidance for relaxing distancing for all employees and relaxing masking requirements for those who are fully vaccinated.

For now, current guidelines (masking, distancing) remain in effect until the University releases formal guidance next week.

What we know: Physical distancing will no longer be required, regardless of vaccination status. Employees who are not fully vaccinated are encouraged to distance if in a crowded setting or in areas that are not well ventilated.

Face coverings will no longer be required for fully-vaccinated individuals. Face coverings will still be required indoors for non-fully vaccinated individuals with the exception of settings where face coverings are required for all people regardless of vaccination status (healthcare, childcare, K-12, shuttles). Units will be required to verify employee vaccination status prior to lifting masking requirements.

While we wait for further guidance, there is time to plan for this full return to in-person research. PIs should review and draft updates to their Return to In-Person Research Plans for rapid implementation.

We will send out final guidance as soon as it is available next week, and then we can all move forward with a more normal implementation of in-person research!

Mary Lidstrom
Vice Provost for Research

Document title change

3/26/2021: Changed UW Fieldwork Health and Safety Plan (COVID Return: Phases 1-2) to UW Fieldwork Health and Safety Plan (COVID Prevention)

Conferences (archived 3.25.2021)

Due to [Governor Inslee's](#) directive, you must consider alternate remote technology to hold your conference, or postponing. If funded from a sponsored program, notify your sponsor if your plans are to postpone; most sponsors are implementing maximum flexibility at this time. For more information, see the right navigation of this page.

Background (archived 3.22.2021)

[Updated 1.25.2021] On March 23, 2020 Governor Inslee issued a "[Stay Home, Stay Healthy](#)" proclamation strengthening mandates already in place to encourage social distancing, a crucial measure for slowing the spread of COVID-19. The Stay Home, Stay Healthy directive took effect on March 25. On January 5, 2021 the Governor issued "[Healthy Washington–Roadmap to Recovery](#)." Non-critical personnel may return to worksites if work can be performed safely and is absolutely necessary to maintain unit operations, or if they are unable to perform their work effectively at home. Lab and practicum courses with physical distancing and safety protocols may be offered in-person.

In-person social events and gatherings: If necessary and with no more than 5 people. Hold remote when possible.

Travel: Essential travel and limited non-essential travel to engage in Phase 1-2 activities is permitted.

Research is a core function of the University. As such, the Governor's order allows the University to designate a critical workforce to maintain research continuity. Moving ahead, instead of implementing a "segmented"

approach based on area of research, we will implement a “phased” approach for all of research. This approach will guide which employees may return to worksites and under what conditions they may return. We have also aligned with the Governor’s 4-phase approach, and the University’s broader “Return to Work” and “Return to School” planning. Strict requirements will remain in place to maintain the safety of the workplace, and any movement between phases will happen cautiously and gradually. We will continue to monitor public health metrics closely and, should negative indicators develop, we will dial research activity back down.

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[FAQs for Research During the Safe Start Time Period: Phase 2 for Reopening \(archived 1.25.2021\)](#)

Which researchers at the University of Washington should stay home during Safe Start: Phase 2?'

- Researchers whose in-person research is allowable under the Governor’s Safe Start Plan: Phase 2 for reopening the state (see [Returning to In-Person Research: Decision Tree](#)) may spend time at their workplace once their research group’s plan is approved, but that time should be kept to a minimum, and all other research work that can be done at home (such as planning, data analysis, etc.) should be done at home. Special restrictions are still in place for certain types of research, which supersede other allowances. At this time, even if your research may be eligible based on the guidance above, it is still restricted under these [human subjects](#), [travel](#), and fieldwork directives (see: [UW Fieldwork Health and Safety Plan \(COVID Return: Phases 1-2\)](#) and [Returning to In-Person Research Involving Fieldwork: Decision Tree](#)). In general, research personnel involved in in-person work need to be designated “critical personnel,” and should be identified in your Return to In-Person Research Plans. In Phase 2, non-critical personnel may return to worksites if work can be performed safely and is absolutely necessary to maintain unit operations, or if they are unable to perform their work effectively at home. Such personnel must be noted in the Return to In-Person Research Plans and approved by the Department Chair or equivalent. In addition, some critical on-site research functions **must** continue, such as maintaining animals, taking care of sensitive equipment, and monitoring for safety. This work must also be carried out by designated critical personnel.
- Anyone who is sick must stay home. In addition, anyone experiencing symptoms that may be related to COVID-19 (fever, cough, shortness of breath, sore throat, respiratory symptoms) should contact their healthcare provider and then notify the Environmental Health and Safety Department’s (EH&S) Employee Health Center at covidehc@uw.edu.
- Anyone who has been in close contact (less than 6 feet for more than a few minutes) with a confirmed COVID-19 case **must stay home** for 14 days since their last contact with that person. If someone showing symptoms or self-isolating is designated as critical personnel, an alternate must be identified.

What in-person* research is allowable under the Governor's Phase 2 for reopening the state directive?

**in-person refers to an in-person, face-to-face, and/or facility-based activity.*

In general, all research must be carried out while maintaining social distancing of 6-feet at all times, but some exceptions are possible. It is your responsibility to ensure critical tasks not possible to be performed while maintaining the current 6-foot separation requirement are reviewed and approved by the unit head or designee, and consult on enhanced safety protocol with EH&S as needed. See information at this [link](#) and see the checklist on the *University of Washington COVID-19 Prevention Plan for the Workplace* on the [EH&S COVID-19 Health and Safety Resources](#) webpage. Other restrictions apply, see an approved [Checklist for Developing a Return to In-Person Research Plan](#) and the [Returning to In-Person Research: Decision Tree](#) for more information.

Note: Restrictions on research subject to [human subjects restrictions](#), on fieldwork (see: [UW Fieldwork Health and Safety Plan \(COVID Return: Phases 1-2\)](#) and [Returning to In-Person Research Involving Fieldwork: Decision Tree](#)), and on [research requiring travel](#) are also in place.

1. Areas of research previously allowed (still allowed):

- Research that will help deal with the pandemic.
- Public health research.
- Research that has the potential to lead to therapies to treat human health problems.
- Research that will help the nation recover after the pandemic eases.
- Research involving long-term experiments, or maintaining vital equipment, cell lines, animals, and other time-sensitive research items, for which a pause would cause undue harm and/or cost.
- Some areas of research that involve human subjects, travel, or fieldwork that are already allowed. Please check the links above for more information and for additional allowable research that will be announced in the next few weeks.
- Research involving long-term experiments, or maintaining vital equipment, cell lines, animals, and other time-sensitive research items, for which a pause would cause undue harm and/or cost.

2. Newly added areas of research as of Phase 1:

- All areas of research that are required to meet an upcoming deadline.
- All facilities that support research, if the support cannot be carried out remotely.

See this Office of Research document, [Returning to In-Person Research: Decision Tree](#) to assist researchers in determining whether their in-person research is allowed.

How will research personnel of any type (students, postdocs, staff, faculty) be paid if their work cannot be done remotely?

We expect those instances will be rare, given the nature of inquiry and the authority you have to exercise flexibility within the research enterprise. Our goal remains to keep as many employees working, paid and connected to UW benefits as we possibly can during this disruption.

Post Award Fiscal Compliance has published a webpage titled, "[Salary Expenses - Disruptions due to COVID-19](#)" with [guidance and FAQs](#) reflecting current UW policy on charging salaries to research awards when work

cannot be conducted on the award due to the ongoing COVID-19 pandemic. This information is evolving and will be updated as necessary.

I have reviewed this guidance, including the decision tree below, and I am still not sure my research qualifies. Who can I ask?

Send your question to research@uw.edu with the subject line COVID-19 and we will reply as soon as possible.

At this point, the decision to keep a laboratory open should be made by the PI, be based on the decision tree found in the document, [Returning to In-Person Research: Decision Tree](#), and approved by your department chair or director, College or School. Depending on your local requirements; be certain to check those local requirements. For information about how the Decision Tree interacts with the specific criteria for continuing human subjects research, see this [link](#).

I am unsure about my responsibilities for conducting fieldwork. What specific guidance do I need to follow?

Am I allowed to do fieldwork, or carry out work in a remote location other than my home?

Check with your unit for their advice and go over these documents: [UW Fieldwork Health and Safety Plan \(COVID Return: Phases 1-2\)](#), [Returning to In-Person Research Involving Fieldwork: Decision Tree](#), and the [EH&S: COVID-19 Quarantine and Testing Risk Framework for Field Work](#) (*new resource added 7/10/20*) regarding guidance for carrying out field work. In general, if your research falls into one of the allowed categories, your travel is local, the travel can be carried out safely, you feel comfortable carrying out that travel, AND you can stay 6 feet away from all others both during the travel and during the fieldwork, the work would be allowed. For field work involving longer travel and/or conditions that require some time at less than 6 ft distance, more restrictions will be in place. Please refer to the guidance noted above.

Do I need to fill out every section of the Field Health and Safety Plan for my fieldwork?

It depends on your research. Not all elements of this [plan](#) are appropriate for all fieldwork. Local fieldwork with no overnight stay will not require as many elements as fieldwork with extensive travel and/or multiple overnight stays. Please consult your local unit requirements if you are unsure which apply to your fieldwork.

I need to drive to a local estuary to obtain some water samples, and I need a coworker to come with me to help. What parts of the Field Health and Safety Plan do I need to fill out?

First, be sure there is no way the samples can be collected safely by one person. If single person work is not possible, then because the work is local, involves same day activities, and only involves one other person, the Plan can be streamlined. These sections are important: Site Information, Attestations of Health, Activities Equipment and Supplies, and Personal Protective Equipment. Be sure to look through the other sections to be certain you have thought through any relevant issues noted there. Social distancing should still be practiced. If that is not possible, you need to propose protective measures in your [Field Health and Safety Plan](#), which must be approved by your Department Chair or equivalent. You must minimize the time spent at less than 6 feet of distance and minimize the number of people involved. Face coverings and increased hand-washing/hand gel application is necessary. UW's [Department of Environmental Health and Safety](#) is available to provide advice on working safely at less than 6 foot distances, as necessary.

Remember, when interacting for significant time periods with more than one person at under 6 foot distance, if anyone is diagnosed with COVID-19, the entire team will need to self-isolate for two weeks. Thus, it is important to institute a high level of protection.

Note that it is important to ensure you have permission to take samples and that you know the local COVID-19 related requirements.

My fieldwork involves going into a local community and interacting with individuals. Is this work allowed, and do I need to fill out the Field Health and Safety Plan?

Such work may be allowed, subject to [guidance by the UW Human Subjects Division \(HSD\)](#). Completion of HSD's "CHECKLIST for Human Subjects Research during the COVID-19 Pandemic" is required.

My fieldwork requires me and my team to work with heavy equipment that requires multiple people to be closer than 6 feet of distance. Is this allowed?

If your work requires you to be less than 6 feet of distance, you need to propose protective measures in your Field Health and Safety Plan, which must be approved by your Department Chair or equivalent. You must minimize the time spent at less than 6 feet of distance and minimize the number of people involved. Face coverings and increased hand-washing/hand gel application are necessary. UW's [Department of Environmental Health and Safety](#) is available to provide advice on working safely at less than 6 foot distances, as necessary.

Remember, when interacting for significant time periods with more than one person at under 6 foot distance, if anyone is diagnosed with COVID-19, the entire team will need to self-isolate for two weeks. Thus, it is important to institute a high level of protection.

I am participating in fieldwork on a cruise, and I will be required to observe the ship-mandated protocols before, during, and after time on the ship. Do I also need to fill out the UW Field Health and Safety Plan?

No, it is sufficient to provide the ship's protocols in writing to your Department head or equivalent for approval, if the ship's protocol has the same information as required in the UW field safety plan. If not, supplement the ship's protocol with any additional required information where possible. If this fieldwork involves international travel, you must apply for a [waiver](#) through the Office of Global Affairs. Such waiver requests must adequately justify why the research is critical, why it cannot be delayed, and include health and safety protocols to be followed.

I have heard that in order to carry out fieldwork on a ship, it is necessary to quarantine for 2 weeks and then be tested before boarding. Does the UW require the same?

Those embarking on a cruise with a UNOLS vessel must adhere to the UNOLS quarantine and testing requirements. For other research cruises, while UW does not require them at this time, quarantine and testing are highly recommended for any research cruise of significant duration. EH&S is in the process of developing requirements and guidance on this topic. Of course, all requirements under which the ship will be operating for the cruise, including the ship's protocol, must be met.

Our fieldwork is carried out at a different site by personnel we hire who are already at that site. Since there is no travel involved to the site, do I need to fill out a Health and Safety Plan?

Yes, you need to consider the health and safety of those personnel. They must follow and be trained on University and all local requirements. The requirements and training must be documented. In addition, if they are UW employees, they must carry out the required daily symptom attestation in Workday or via other acceptable means as determined by HR. Information on symptom monitoring is listed on the [UW Guidance for Symptom Monitoring for COVID-19](#). If they are not UW employees, you must have them attest each day in a written format on paper, email or an online survey. If the field site is not their usual workplace and they must travel to the field site itself, then that travel needs to be addressed in the Health and Safety Plan. If the fieldwork involves time on a boat, additional considerations should be addressed, including the safety of the crew, cleaning and disinfection schedules, PPE, procedures for responding to illness developed after boarding, and social distancing.

I need to carry out fieldwork on day trips in a small boat. What precautions should I take?

Please see the EH&S guidance, [COVID-19 Prevention Guidelines for Small Boat Operations](#).

Updated “Background” for the Mitigating Impacts to Research Activities due to COVID-19 (archived 1.20.2021)

- The background was edited to include the announcement and link to the Governor’s guidance titled, [“Healthy Washington–Roadmap to Recovery”](#)

Background

[Updated 1.20.2021] On March 23, 2020 Governor Inslee issued a [“Stay Home, Stay Healthy”](#) proclamation strengthening mandates already in place to encourage social distancing, a crucial measure for slowing the spread of COVID-19. The Stay Home, Stay Healthy directive took effect on March 25. The University of Washington’s COVID-19 Safe Start Status is now Phase 2 of its COVID-19 recovery, in accordance with [Washington’s Safe Start plan](#). Non-critical personnel may return to worksites if work can be performed safely and is absolutely necessary to maintain unit operations, or if they are unable to perform their work effectively at home. Lab and practicum courses with physical distancing and safety protocols may be offered in-person.

Updated Background for: [Guidance for Returning to In-Person Research](#) (archived 1.20.2021)

[Updated 1.20.2021] On March 23, 2020 Governor Inslee issued a [“Stay Home, Stay Healthy”](#) proclamation strengthening mandates already in place to encourage social distancing, a crucial measure for slowing the spread of COVID-19. The Stay Home, Stay Healthy directive took effect on March 25. The University of Washington’s COVID-19 Safe Start Status is now Phase 2 of its COVID-19 recovery, in accordance with [Washington’s Safe Start plan](#). Non-critical personnel may return to worksites if work can be performed safely and is absolutely necessary to maintain unit operations, or if they are unable to perform their work effectively at home. Lab and practicum courses with physical distancing and safety protocols may be offered in-person.

Working Remotely (archived 6.22.2020)

- Even with the new directive from the Governor, many in your research group may or should be working at home, if feasible, carrying out work such as data analysis, literature review, manuscript

writing, or proposal and progress report writing. All meetings, including journal clubs, must continue to take place remotely. All students, post-docs, staff, and faculty involved in research projects should have access to information they need to carry out work remotely, such as access to literature, access to existing datasets and research-related files, and access to meeting software (such as [Zoom](#)).

- Discuss any new plans with each member of your research team; it may be useful to have a regular remote check-in on weekly plans and progress for those working remotely. ASEs are allowed to have their work reassigned, to allow them to work at home (see [HR policy and advice](#)).
- We recognize that this is a highly challenging time, with many juggling childcare and logistics issues in addition to remote work. HR has developed a set of resources to provide solutions for most child care challenges: [UW Emergency Baby and Kid Sitter Network](#) and [UW HR Working During COVID-19/ Child Care](#). Options exist to help either with identifying low-cost or no-cost options, and HR personnel are available to help you determine your best options.
- Remember to be as accommodating as possible for the members of your research team; each person will have unique circumstances. Regular and frequent communication is key for your research group.

Critical Personnel (archived 6.22.2020)

Critical employees are designated to come to work **physically if work cannot be performed via telework and work can be done safely**.

Only critical personnel are allowed to come to their usual work location. For research, critical personnel are those who are involved in carrying out approved research and in addition, those who carry out specific critical functions, such as maintaining critical equipment, caring for animals, monitoring safety issues, etc. that require them to come to their usual work location. Note that critical personnel designations and continuity plans should be updated as situations change. Please work with your department administrator or an equivalent administrator to identify such personnel.

The essential personnel designation is invoked when the University is in suspended operations, which is not currently the case. While our current “essential” designations may be informative, they may also be insufficient to respond to COVID-19 specifically. Essential personnel are required to work at their usual location, but others are allowed to do so. In our current operations, as noted above, critical personnel are employees who are critical to the operation of their unit – including research – **and** must perform at least some of their duties on-site.

Locked Buildings (archived 6.22.2020)

UW buildings have moved to a locked mode, similar to on weekends or holidays, so if you have critical personnel identified, they will still have access if you meet the guidelines described above. Your building coordinator should have developed plans for deliveries and emergency access. You will need to call ahead for access to recharge facilities that are in a different building. Note that some of these facilities are curtailing hours and/or services, so it is wise to check in advance.