



DePaul Housing
Isolation
Guide

2021-22

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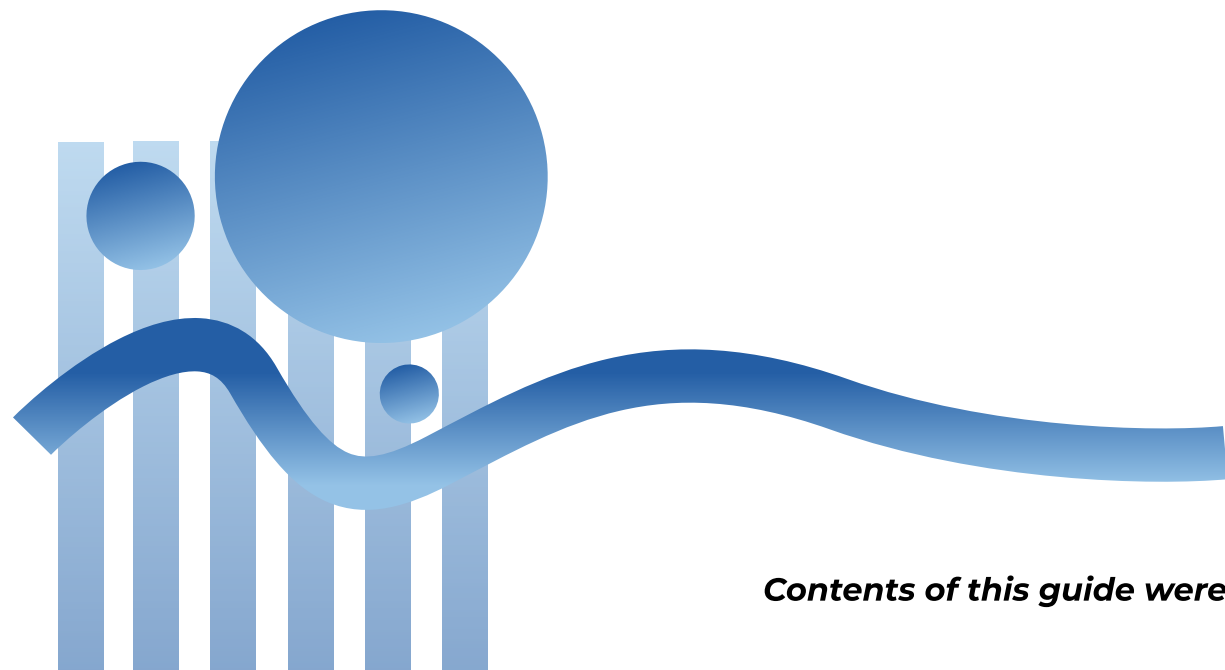
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Section 1

Introduction

To Our Residents:

Though our departments have made policies and processes to create a safer environment at DePaul, living in a shared-living community during a pandemic still comes with certain risks. Therefore, we are urging you to read the contents of this guide carefully if you may be (or have been) identified as an on-campus resident who needs to go into isolation. Asking you to isolate for a number of days is a task that comes with numerous challenges, but it is absolutely necessary to protect your health and safety.

This guide will not only prepare you, but it will focus on resources what will assist you during the isolation period. Moreover, we will continue to update our website, particularly the **COVID-19 Campus Housing Information** page at **go.depaul.edu/housing-covid-info**.

If you have questions, please email us at **housing@depaul.edu** or utilize our chat feature available on the Housing website: **go.depaul.edu/housing**.

Thank you!

**Department of Housing, Dining
& Student Centers**
housing@depaul.edu
[\(773\) 325-7196](tel:7733257196)
go.depaul.edu/housing

**Department of Residential
Education**
resed@depaul.edu
[\(773\) 325-4211](tel:7733254211)
go.depaul.edu/resed

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Section 2

What is Isolation?



If you are a resident with a confirmed case of COVID-19, you must go into isolation (minimum 10 days). Those who test positive are contagious and must be transferred to an alternate space to self-isolate, thus preventing further spread.

Next Steps

If you test positive for COVID-19, you must complete the **COVID-19 Self-Reporting online form** or call **Public Safety at (773) 325-7777 immediately**. Public Safety will contact a member of the Residential Education staff who will be in contact with you in a short period of time for an immediate assessment of your condition. If self-isolation is determined, you'll be instructed to fill out an intake form, which will indicate your needs during isolation. **While in isolation, you must not leave your room for any reason, unless for a medical appointment, medical emergency, or building emergency.**

If you need to seek medical care, you may call **AMITA Sage Medical Group at (773) 549-7757**. Please call in advance. DO NOT visit the office in person unless instructed by AMITA Sage to do so. In a medical emergency, please call 9-1-1. Residents in isolation who leave their room for a non-medical reason will face disciplinary action, which may include removal from housing.

Please do not leave isolation until you have been notified that it is safe to do so. A contact tracer and/or Residence Director On Duty will touch base with you when your isolation period has officially ended and it is deemed safe to return to your assigned unit.

FIRE ALARMS and EMERGENCY EVACUATIONS

In the event of a fire alarm or other emergency evacuation, on-campus residents in isolation must wear a mask, remain at least 6 feet apart from others, and exit the building safely (as instructed in the **Guide to Student Housing**).

Section 3

Suggested Packing & Supply List

Our departments want to prepare you for any scenario, so we recommend you have the supplies you need during an isolation period. As indicated in the Fall Quarter move-in guides, we asked that you pack the essentials, including a “go-bag” when you are instructed to move into a temporary unit to self-isolate.

Recommended items to bring:

- | | |
|---|--|
| <input type="checkbox"/> Clean Clothing | <input type="checkbox"/> Toiletries (soap, toothbrush, toothpaste) |
| <input type="checkbox"/> Clean Towels | <input type="checkbox"/> Paper Products (toilet paper, paper towels) |
| <input type="checkbox"/> Pillow | <input type="checkbox"/> School Books and School Supplies |
| <input type="checkbox"/> Bottled Water | <input type="checkbox"/> Food (refrigerator and microwave will be available) |
| <input type="checkbox"/> First Aid Kit | <input type="checkbox"/> Laptop (Wi-Fi will be available) |
| <input type="checkbox"/> Menstrual Products (if applicable) | |

Residents will be moved into a TEMPORARY unit for isolation...

Staff will place a linen pack (fresh bedding and towels), a case of bottled water, toilet paper, and a snack pack inside your room, ahead of your expected move-in time.

Pack smart.
Pack smart.
Pack smart.
Pack smart.

Section 4

Residential Services



Staff On Duty

You should expect two daily check-in emails from the Residence Director On Duty, one email at 10:00 a.m. and one email at 5:00 p.m. **You must respond to these emails within two hours.** If not, the Residence Director On Duty will follow-up with you by phone. If you do not answer, a wellness check will be conducted. Please pay attention to your DePaul email for communication from the Residence Director On Duty.

Dining & Meal Delivery

Blue Demon Dining will provide up to three (3) meals a day should you choose to stay on campus during your isolation period.

Meals will be delivered to your doorstep or building entry and will be contactless delivery. There will be **two deliveries made each day**: one lunch delivery at approximately 12:00 p.m. - 12:30 p.m. and one dinner delivery at approximately 5:30 p.m. - 6:00 p.m. A continental breakfast will be included in the dinner delivery each day, should you choose this option.

Students may select meals from the **Blue Demon Dining Hall** menu for any given day, visit dineoncampus.com/depaul/whats-on-the-menu.

For lunch service, all orders must be placed by 11:00 a.m. daily. **For dinner service**, all orders must be placed by 4:30 p.m. daily. Once you have chosen your meal, please text the following details to **(773) 888-0438**:

- Student Name
- Student ID Number
- Building and Room # (of where you're staying during isolation)
- Menu Selection
- Special Instructions (allergies, dietary restrictions, etc.)
- For Dinner ONLY: Indicate if you would like breakfast for the next day
 - Text "breakfast" or "no breakfast"

If you order food using an off-campus delivery service (i.e., other than Blue Demon Dining) you may do so. However, you must have your food delivered during the following time frames:

- 9:00 a.m. - 10:00 a.m.
- 12:00 p.m. - 1:30 p.m.
- 5:30 p.m. - 7:00 p.m.

Continued on next page.

Please note that you must **order from a service where you prepay for your food**. You may not order from a service that requires your signature as you are not permitted to interact with the delivery person.

Ordering food delivery with an arrival time outside of the time frames listed in this guide comes at a risk, whether you order from Blue Demon Dining or an off-campus service. Your food will not be delivered by staff until the next available delivery time and you may not pick up your food from the front desk. We have limited staff, therefore, it is important to have food delivered within the specified time frames since you are not allowed to leave your room during your isolation period except for medical appointments, medical emergencies, or building emergencies.

As with other meals you will receive throughout the course of the academic year, we will deduct meal swipes from your plan for meals you order for delivery from Blue Demon Dining during your isolation period. The amount of swipes deducted will depend on the meal plan you have, but shall not exceed any limits you have. DePaul will cover the cost per day for continental breakfast, *if ordered*.

Food ordered from any off-campus service will be the responsibility of the student and will not be reimbursed in any way.

Garbage

Keep your space clean! Throw away food scraps and wrappers. During your time in isolation, our cleaning crew will pick up garbage bags left outside your unit on a daily basis (7 days per week). **Trash must be left outside by 1:00 p.m.** each day and the bag must be tied. In exchange you will be provided a new garbage bag, which will also be left outside your unit.

Mail and Deliveries

While in isolation, you may not go to the mailroom to retrieve mail and packages. **If you are expecting an urgent package** (e.g., medication, medical supplies, and textbooks), please indicate this on your intake form and our staff will have it delivered to your room. Non-essential mail and packages should be postponed until your isolation period is over.

Supplies Form

We understand that you may run out of water, toilet paper, and additional cleaning supplies during isolation. If you need these items while in isolation, log in to the **Student Work Order online portal** and submit a request. Requests are fulfilled the following business day. For urgent requests, please contact the Residence Director On Duty.



Section 5

Mental Health Resources

Student Support: My SSP

Because DePaul knows how important it is to take care of ourselves and each other, we have partnered with **My SSP** to provide mental health and well-being resources to students.

How My SSP helps students...

- Address concerns such as academic success, relationships, loneliness, stress, etc.
- Student Support Counselors available 24 hours a day, 7 days a week via phone or chat
- Multilingual support available
- No cost to the student

You can download the **My SSP app** from either the Apple App Store or Google Play to access individual, brief, solution-focused counseling support with licensed mental health clinicians, as well as self-directed digital content. You may also call the My SSP service directly at **1-866-743-7732**.

After-Hours Crisis

After hours (after 5:00 p.m. Monday through Friday and on weekends), students facing or dealing with an **urgent crisis** should call **9-1-1** or DePaul University Public Safety at **(773) 325-7777**.

Examples of an urgent crisis:

- | | |
|---|---|
| • Thoughts of hurting self | • Recent victim of a physical or sexual assault |
| • Thoughts of hurting other people | • Concern over a student's whereabouts |
| • Have not eaten in a few days (not due to illness) | |

Section 6

University Resources

Center for Students with Disabilities coordinates providing accommodations and other services to students with documented disabilities.
go.depaul.edu/csd | csd@depaul.edu | Lincoln Park: (773) 325-1677 | Loop: (312) 362-8002

Dean of Students Office handles violations of the Code of Student Responsibility at DePaul. The office manages the administrative withdrawal and absence notification process, and can help you identify campus and community resources in times of personal and/or family crises and medical emergencies.
go.depaul.edu/dos | deanofstudents@depaul.edu | Lincoln Park: (773) 325-7290 | Loop: (312) 362-8066

DePaul Central is your one-stop resource for helping you manage the business side of being a DePaul student. Their office can assist you with decisions regarding financial aid inquiries, personal financial planning, immunizations, records and transcripts, and account transactions.
go.depaul.edu/depaulcentral | dpcl@depaul.edu | (312) 362-8610

Health Promotion and Wellness provides holistic education, support and resources for you to establish and sustain long-term, healthy behaviors.
go.depaul.edu/hpw | hpw@depaul.edu | (773) 325-7129

Health Services partners with **AMITA Sage Medical Group**, which is a community healthcare provider located on the Lincoln Park Campus at **1150 W. Fullerton Ave.** Office visits and basic lab work are covered by the health services fee. All Lincoln Park residents are automatically billed the health services fee to their DePaul Student Account. To discontinue the fee, contact the Office of Health Promotion and Wellness at **hpw@depaul.edu**.
go.depaul.edu/healthservices

Office of Public Safety provides the following services: emergency response, crime prevention, security awareness, crime victim assistance, safety tips, and lost and found.

go.depaul.edu/publicsafety | Lincoln Park: (773) 325-7777 | Loop: (312) 362-8400

Student Mail Center is located on the 3rd floor of the Lincoln Park Student Center. Only urgent packages will be delivered to your unit (see page 5).

go.depaul.edu/residentmail | StudentMailCenter@depaul.edu | (773) 325-4912

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Section 7

After Isolation

A contact tracer and/or Residence Director On Duty will send an email notification when your isolation period has officially ended.

Before you move out of your temporary unit, please:

- Place linens in a plastic bag
- Clean/disinfect surfaces
- Empty trash in a garbage bag, tie the bag, and leave the bag outside your unit
- Clear out all your belongings

**Again, we understand the isolation process is no easy feat
and appreciate your cooperation to keep our on-campus
community healthy and safe.**



Post Isolation
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Post Isolation