

Protocol for Non-Emergency Medical Transportation Carts

State and County public health protocols require IHEs to consider options for limiting non-essential travel and limiting shared-rides in on-campus transport vehicles.

California Department of Public Health (CDPH)¹

On August 7, 2020 (and updated on October 1, 2020), the California Department of Public Health and Cal-OSHA issued interim COVID-19 Industry Guidance: Institutions of Higher Education that directs IHEs to “Limit, to the greatest extent permitted by law, external community members from entering the ... [campus grounds] and using campus resources, as the number of additional people onsite and/or intermixing with students, faculty, and staff increases the risk of virus transmission.” IHEs are required to consider options for limiting non-essential travel in accordance with state and local regulations and guidance. Students, faculty and staff who use mass transit are encouraged to use other transportation options (i.e., walking, biking, driving, or riding by car alone or with household members only) if feasible.

Title 5 of the California Code of Regulations requires signage at all principal entrances to campus, as well as notice on the campus webpage that describes any restrictions to campus access.

In addition, CDPH released industry guidance on July 29, 2020 for public and private passenger carriers (e.g., shuttle providers, taxis, and rideshare operators), transit agencies California state-supported intercity passenger rail operators (Capitol Corridor, San Joaquins and Pacific Surfliner), and passenger vessel operations.

Los Angeles County Department of Public Health (LACDPH)²

On August 9, 2020, LACDPH issued guidance to IHE’s for developing measures to ensure physical distancing, including on-campus transport vehicles.

- Use of on-campus transport vehicles (e.g., buses, shuttle vans, etc.) is limited such that all riders are able to maintain a physical distance of at least 6 feet from one another if feasible. Consider removing or spacing seats to support physical distancing or use of colored tape to mark seats that riders are allowed to use. Where possible, additional transport vehicles are available to support excess capacity on busy routes. If it is not feasible to maintain physical distance, then impermeable barriers have been installed to limit contact between riders.
- Where feasible, impermeable barriers have been installed to protect the driver from passengers that are boarding and exiting the vehicle.
- A passenger entry and exit plan has been developed to minimize physical contact and crowding with other passengers during entry and exit of the transport vehicle.
- All riders are required to wear cloth face coverings.
- Vehicle windows are opened, when practicable, to increase outdoor air flow.

Campus Protocol

The purpose of the Student Health Services cart is to provide transportation for students with non-emergency, non-life threatening illnesses on campus to Student Health Services; or to transport students treated at Student Health Services to Residence Halls or other destinations on campus if they do not have transportation and could not make this trip without assistance. Transports will be limited strictly from Student Health to Residence Halls or within campus proper, i.e. a campus parking lot if the student has a parked car. The following safety protocols are established by the Student Health & Wellness Service on use of its non-emergency medical transportation carts, but also apply to DRC’s Mobility Assistance Carts (MAC), operated by UPD:

¹See page 20, Section 11: <https://files.covid19.ca.gov/pdf/guidance-higher-education--en.pdf>

² See page 8 for guidance on on-campus transport vehicles: :

http://publichealth.lacounty.gov/media/coronavirus/docs/protocols/Reopening_HigherEducation.pdf

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1. See “On-Campus Non-Emergency Medical Transportation” procedure for cart usage criteria.
2. The Open Cart is the preferred and primary mode of transporting students.
3. If the use of the closed cart is necessary, all windows in the front and rear seats must be rolled down completely to allow for adequate ventilation.
4. Seats and all high touch areas of cart must be cleaned and disinfected after each use with an approved EPA registered COVID-19 disinfectant.
 - a. High touch areas include door handles, grab bar handrails, steering wheel and mirror.
5. Only 2 people may ride in the cart at the same time
 - a. Driver in front seat and passenger in rear seat.
6. All riders are required to wear a face covering the entire time while in the vehicle.
7. In addition to a face mask, the driver must wear eye protection (goggles or face shield) and gloves.
8. It is recommended that a plexi-glass barrier be installed between the driver and passenger areas.
9. DRC’s Mobility Assistance Cart (MAC) provides intra-campus cart service for eligible students, faculty, and staff with mobility difficulties and must also follow these protocols.

[\(Please separate protocol for use of all other campus non-motorized carts.\)](#)