Deans Meeting:
Clear for Campus Status

September 11, 2020

UF Information Technology
How is “Clear for Campus” status determined?

- “Clear for Campus” status is determined by disease investigators with UF Health Screen, Test & Protect (STP).
- If a person is in contact with patients, the “Clear for Campus” status is also determined by representatives from UF Health Shands Occupational Health or UF Occupational Medicine.
Clear for Campus Status & Notifications

• Status definitions:
  • Pending = screening form incomplete or test results pending for people required to test (this applies to first screen/test only)
  • Not Clear = not clear/withheld from campus
  • Clear = clear to return to campus

• The following departments are notified of status changes:
  • Human Resources
  • Student Affairs
  • UAA
  • Student Health
How to Verify “Clear for Campus” Status

• Student Status Information
  o **Slide 5:** Student self-service via One.UF
  o **Slides 6-7:** Academic Advisors verify student status via Student Quick View Dashboard
  o **Slide 8-9:** Instructors verify student status on class rosters in Canvas
  o **Slide 10:** Instructors verify student status on class rosters in One.UF
  o **Slide 11:** Departments verify student status via Student Return to Campus Detail report

• Employee Status Information (Faculty and Staff)
  o **Slide 5:** Employee self-service via One.UF (see slide 5)
  o **Slide 12:** HR Liaisons verify employee status via Employee Return to Campus Detail report
One.UF: self-service option (students or employees)
https://one.uf.edu/
Academic Advisors: Student Quick View Dashboard

myUFL Enterprise Analytics via https://reporting.it.ufl.edu/

Steps

1. Login to myUFL Enterprise Analytics
2. In left-hand navigation panel, drill into the Advisor Quick Links folder and select the Student Quick View report.

3. Enter the student’s UFID into the required prompt.
4. Click the Finish button to run the Student Quick View report for that student.
Academic Advisors: Student Quick View Dashboard

myUFL Enterprise Analytics via https://reporting.it.ufl.edu/

<table>
<thead>
<tr>
<th>Pending</th>
<th>Clear</th>
<th>Not Clear</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Pending View" /></td>
<td><img src="image2.png" alt="Clear View" /></td>
<td><img src="image3.png" alt="Not Clear View" /></td>
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</tbody>
</table>
Instructors: Class Roster in Canvas
Canvas via https://ufl.instructure.com/

In Canvas https://ufl.instructure.com select a course tile.

Within the course menu select “Instructor Tools” then UF LEAD
Instructors: Class Roster in Canvas

Canvas via https://ufl.instructure.com/

The right most column on the page shows the RTC (Return To Campus) status.
Instructors: Class Roster in One.UF

https://one.uf.edu/

One.UF Class Roster

**ARC 2303 - Architect Design 3**

- **Class Number:** 16712
- **Department:** Architecture, School of
- **Section:** 0370
- **Class Dates:** 9/31/2020 - 12/9/2020
- **Instructor:** Alligator, Albert

**Enrollment Cap:** 15

**Enrolled:** 15

**Enrolled Students**

<table>
<thead>
<tr>
<th>URFID</th>
<th>Last Name</th>
<th>First Name</th>
<th>Email</th>
<th>Grade Basis</th>
<th>Credits</th>
<th>Return to Campus</th>
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<tbody>
<tr>
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<td>Cleared - 7/2/2020</td>
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<td>Not Cleared - 7/2/2020</td>
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<td></td>
<td></td>
<td>Pending</td>
</tr>
</tbody>
</table>

**ExCEL**, **CSV**
Return to Campus Detail Reports: student status
myUFL Enterprise Analytics via https://reporting.it.ufl.edu/

Prompt/Filter options:

Departments Verify Student Status via Student Return to Campus Detail Report
Return to Campus Detail Report: employee status

myUFL Enterprise Analytics via https://reporting.it.ufl.edu/

Prompt/Filter options:

HR Liaisons Verify Employee Status via Employee Return to Campus Detail Report
What to do if you, an employee, or a student tests positive or is experiencing COVID-19 symptoms

GO HOME or, if you are already at home, STAY HOME. Call the UF Health Screen, Test & Protect team at 352-273-9790. They will initiate isolation/quarantine and contact tracing (see slide 2)

Employees are encouraged to contact their supervisor, and if they see patients in a clinical or research capacity, they are also encouraged to contact Occupational Health

Seek medical care if needed