



UNIVERSITY
of ARKANSAS
AT PINE BLUFF
1873

UAPB Travel Guidance

Personal travel/Spring Break

In alignment with our restrictions for university-related travel, we strongly discourage personal travel to U.S. locations under a State of Emergency due to the COVID-19 virus or to international destinations, especially to countries with a CDC risk level for coronavirus of 3 or higher. Please consider the health risks and logistical challenges that may be encountered including that the Arkansas Department of Health (<https://www.healthy.arkansas.gov/programs-services/topics/novel-coronavirus>) may require self-isolation for 14 days after traveling to or through an affected area. Customs agents are specifically reporting international travelers arriving from affected countries to state departments of health for this purpose.

Faculty, Staff, and Students planning travel over spring break should be aware that the U.S. Department of State, in consultation with the Centers for Disease Control, has issued a Level 3 travel advisory for several international destinations. If you are planning to travel during spring break, you can find current information about the risks from the U.S. Department of State (<https://travel.state.gov/content/travel/en/traveladvisories/ea/novel-coronavirus-hubei-province--china.html>) and CDC (<https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>).

University-related Travel

Conferences, conventions, meetings, and major events

Many universities and companies have restricted employee and student travel to meetings, conventions, and events. You are encouraged to review the information from the hosting organization for any changes or restrictions and should plan to attend remotely if the options are available. If attending events concern you, or you have a medical reason why you should not be in crowds, then please utilize the many tools the campus offers for conducting meetings in real-time over the Internet from your desktop.

Domestic Travel

The University is hereby suspending all non-essential university-related travel to states under a state of emergency due to the COVID-19 virus. Faculty, Staff, and Students should exercise caution and check for the latest information as information is changing rapidly. Although the CDC does not recommend canceling or postponing travel to destinations with level 1 travel notices (this currently includes domestic travel in the U.S.) because the risk of transmission is considered low, some areas are reporting increasing levels of local transmission.

International Travel



The University is hereby suspending all non-essential university travel to countries with a risk designation of level 3 risk or higher. All travelers who need to engage in essential travel (defined in the following categories) to a Level 3 country for a University-related reason must obtain prior approval as follows:

Essential versus Non-essential Travel

Faculty

For faculty, essential travel is defined as that which is required to:

- Preserve the safety of a research subject and which is not possible to be postponed; or
- Preserve the results of research activity and which is not possible to be postponed.

By way of comparison, faculty essential travel does not include travel to attend educational conferences. This is just one example of non-essential travel and does not include all other activities that would also be considered non-essential travel.

To engage in essential travel, faculty should obtain approval from their Chair, Dean and the Provost/Vice Chancellor for Academic Affairs.

Staff

All staff travel is considered non-essential. Exceptions may be made on a case-by-case basis as it relates to the safety and well-being of students, faculty and staff.

Students

Student essential travel is defined as that which is necessary to meet a graduation requirement or to address an emergency requiring travel that cannot be postponed.

To request approval to engage in essential travel, students and trainees should contact in writing the Dean of their respective school or the Graduate Division. Such essential travel may only be approved by the Chancellor and Vice-Chancellor of Academic Affairs.

Deans of the schools and the Graduate Division are responsible for ensuring that students and trainees are aware of this requirement.

For Returning Faculty, Fellows and Staff

The procedure for return from a Level 3 country is as follows:

- 1) Do not return to campus for 14 days after your arrival from a Level 3 country. Contact your supervisor to discuss your work arrangement during the 14-day-period.



- 2) On the first day of your arrival back to the U.S, obtain a coronavirus symptom self-monitoring questionnaire from the university website.
- 3) Begin to monitor and record daily the symptoms of infectious disease on the first day of arrival. This includes taking your temperature twice daily.
- 4) Within 24 hours of returning to the United States, contact the Arkansas Department of Health by telephone at (501) 661-2000 indicating the following:
 - Your name, phone number and the date you departed China,
 - Confirm that you are asymptomatic,
 - Confirm that you have begun self-monitoring, and
 - Confirm that you are not returning to campus.
- 5) Submit the completed self-monitoring questionnaire to Mrs. Gladys Benford by email to benfordg@uapb.edu before returning to the campus.

For Returning Students

The procedure for students returning from a Level 3 country is as follows:

- 1) Do not return to campus for 14 days after your return from a Level 3 country. Contact your professor(s) to discuss academic accommodations.
- 2) Obtain a coronavirus symptom self-monitoring questionnaire from the UAPB Infirmary.
- 3) Begin to monitor and record daily the symptoms of infectious disease on the first day of arrival. This includes taking your temperature twice daily.
- 4) Within 24 hours of returning to the United States, send a secure message to the [Student Health Nurse](#) or contact the Student Health Nurse by telephone at (870)575-8508 indicating the following:
 - Your name, phone number and the date you departed China,
 - Confirm that you are asymptomatic,
 - Confirm that you have begun self-monitoring, and
 - Confirm that you are not returning to campus.
- 5) UAPB Infirmary will follow up within 48 hours and thereafter regularly until you can return to campus.
- 6) Submit the completed self-monitoring questionnaire via a secure message to the [Student Health Nurse](#) before returning to the campus.

More information for recently returned travelers from foreign countries can be found on the [CDC website](#).

What Should I do If I am Sick?



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You should seek medical attention if you develop a fever or symptoms of respiratory illness, (cough, difficulty breathing) and have recently traveled to an area impacted by the virus or have been in contact with someone with the Coronavirus. The CDC and the Arkansas Health Department ask that you call ahead to alert your healthcare professionals about your recent travel or contact. Your healthcare professional will work with your state's public health department and the CDC to determine if you need to be tested for COVID-19.

Pregnant women

The Centers for Disease Control and Prevention (CDC) also have [information specifically for pregnant women and children.](#)

International Visitors

If your guests are visiting from a country with a CDC coronavirus Level of 2 or higher, your guest may be required to self-isolate for 14 days, per the Arkansas Department of Health. It would be advisable to discourage such visits.