

Toolik Field Station 2021 COVID-19 Mitigation Plan  
Version 2 - February 5th, 2021



## TABLE OF CONTENTS

- I. [Introduction](#)
- II. [Key Definitions](#)
- III. [Points of Contact and Medical Decision-Making](#)
- IV. [Pre-Travel Quarantine & Screening](#)
- V. [Intrastate Travel Plan](#)
- VI. [Daily Operations](#)
- VII. [Logistics](#)
- VIII. [In-Camp Quarantine Procedure](#)
  - VIII.a. [In-Camp Testing](#)
- IX. [Field Rescue](#)
- X. [Air Medevac](#)
- XI. [Ground Medevac](#)
- XII. [Ground Transport](#)
  - XII.a. [Transporting to Prudhoe Bay](#)
- XIII. [Decontamination Protocol](#)
- XIV. [PPE Donning and Doffing](#)
- XV. [Lockdown](#)
- XVI. [Non-Compliant Contractor Procedure](#)

## I. INTRODUCTION

In conjunction with the National Science Foundation (NSF), and the NSF Research and Logistics contractor, Battelle Arctic Research Operations (Battelle-ARO), the Toolik Field Station (TFS) is proposing to operate for the 2021 field season with a limited capacity. The Toolik Field Station COVID-19 Mitigation Plan provides strict guidelines and protocols to safely operate the Toolik Field Station including logistics, transportation, quarantine, staffing, camp operations, assessment of symptomatic personnel and safe transport to clinics, and helicopter support.

While this plan provides procedures for a variety of scenarios, it is important to remember that incidents are dynamic. These procedures exist to provide a framework to build upon, allowing for easier adaptation during an incident. However, the TFS Safety department and Management team may override a protocol should it be deemed appropriate for the situation.

At a minimum, in addition to any [State mandates](#) still in place, anyone planning to visit Toolik this summer will have to observe the following:

- Wear PPE (mask, non-medical masks are OK) at all times during air travel;
- 14-day quarantine upon arrival by air to Fairbanks. For individuals that already live in Alaska and do not need to travel by air prior to visiting Toolik, quarantine at home is appropriate, and we will require that individuals agree to follow our guidelines during

- quarantine;
- Two negative COVID-19 tests in Fairbanks before traveling to Toolik, targeting day 5 and 7 of quarantine (exact days as feasible).
- Out-of-state travelers must comply with Health Order 6 set forth by the state of Alaska
  - Travelers must obtain a COVID-19 test within 72 hours of their departure for the state of Alaska **or** undergo a COVID-19 test at their own expense (\$250) when they arrive at the airport in Alaska. Alaskan residents may elect to skip this test and undergo a 14-day quarantine instead.
- We strongly encourage that travelers subscribe to a medevac insurance that covers COVID-19 related evacuations before they arrive at Toolik.

In an effort to keep the Toolik community and program participants healthy and mitigate risk related to COVID-19, the following are the guidelines for on-site and field response.

## II. KEY DEFINITIONS

**Quarantine:** Separation or restriction of activities of well persons who are not ill but who may have been exposed to a communicable disease and are therefore at high risk of becoming infected. A quarantine usually lasts a little longer than the incubation period for a disease.

**Isolation:** Separation of an ill person who has a communicable disease from those who are healthy. Isolation prevents transmission of infection to others and allows for the focused delivery of specialized health care to ill persons. The decision to end isolation will be made on a [case by-case basis](#) with TFS medical direction.

**Close Contact:** Per the CDC - Close contact is defined as being within 6 feet for at least a period of 10 minutes to 30 minutes or more depending upon the exposure. In healthcare settings, this may be defined as exposures of greater than a few minutes or more. Data are insufficient to precisely define the duration of exposure that constitutes prolonged exposure and thus a close contact.

<https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/appendix.html#contact>

**Battelle-ARO:** Battelle, Polar Field, Stantec, UIC Science, San Diego Supercomputer Center, and University of CO Denver form the **Battelle-ARO** team, which provides Arctic research support and logistics services (“ARSLS”) under contract to their client, [The National Science Foundation’s Arctic Program](#).

## III. POINTS OF CONTACT AND MEDICAL DECISION-MAKING

### A. Notification Order

In the event that an individual at Toolik presents with COVID-19 symptoms (eg. fever, persistent cough, shortness of breath) the following individuals must be notified in this order:

1. TFS On-Duty EMT - (907) 455-2516 - [UAF\\_toolik-safety@alaska.edu](mailto:UAF_toolik-safety@alaska.edu)
2. TFS On-Duty Acting Camp Manager - [uaf-iab-tfs-manager@alaska.edu](mailto:uaf-iab-tfs-manager@alaska.edu)  
(Chad Diesinger) - (907) 455-2511  
(Justin Johnson) - (907) 455-2511
3. TFS Facility Supervisor (Faustine Bernadac) - (907) 750-1772 - [fbernadac@alaska.edu](mailto:fbernadac@alaska.edu)
4. TFS Safety Coordinator (Scott Filippone) - (703) 609-2847 - [smfilippone@alaska.edu](mailto:smfilippone@alaska.edu)
5. TFS Science Director (Syndonia Bret-Harte) - (907) 474-5434 - [msbretharte@alaska.edu](mailto:msbretharte@alaska.edu)
6. UAF IAB Director (Brian Barnes) - (907) 474-7648 - [bmbarnes@alaska.edu](mailto:bmbarnes@alaska.edu)

This process must be initiated immediately upon discovery of a potential COVID-19 carrier. Each individual on this list is responsible for attempting to contact the person immediately below them within 15 minutes of being notified of an incident.

## **B. Medical Decision-Making**

The on-duty EMT must contact the TFS Physician Sponsor (Dr. Susan Dietz) ----- **(907) 360-6102** in order to make a decision to isolate or transport. The EMT will follow all instructions provided by medical direction. If the EMT is unable to reach medical direction in 30 minutes or less, they will make treatment decisions operating under standing orders. Immediate life threats will be treated operating under standing orders as soon as possible. Further attempts to contact medical direction should be made when reasonable.

In the event that the camp EMT is infected, incapacitated, or not present, the on-duty camp manager will act as the Medical Person in Charge and will attempt to contact medical direction as outlined above. All personnel making medical decisions must act within their clinical scope of practice.

## **IV. PRE-TRAVEL QUARANTINE & SCREENING**

### **A. Out of State travelers**

1. Quarantine for 14 days prior to their departure date to Toolik in a Fairbanks-based lodging facility that will be provided and managed by Battelle-ARO

2. During this quarantine period travelers must comply with the following guidelines:
  - a. Individuals in quarantine are strongly encouraged to avoid leaving their quarantine facility except for socially distanced outdoor recreation. Recreation activities may only occur with other members of the individual's room.
  - b. A face mask must be worn when an individual leaves their room
  - c. Social distancing precautions (6 ft. distance between self and others) at all times when an individual leaves their room
  - d. Individuals in quarantine may not share personal vehicles for recreational purposes.
  - e. Food must either be delivered or cooked within the person's room; grocery orders will be delivered.
  - f. Around day 5 and 7 of quarantine, individuals must undergo two COVID-19 PCR tests (one each day)
  - g. Arrangements for the tests will be made by Battelle-ARO
  - h. TFS or Battelle-ARO will either provide the traveler with a clean vehicle to travel to the testing site, or a vendor will administer both tests at the person's room.
3. A positive test result will prohibit an individual from traveling to TFS until they have been cleared by a physician. TFS is not responsible for the costs of lodging, food, healthcare, or relocation due to travel disqualification as a result of a positive COVID-19 test. It is the responsibility of the individual's home institution to account for the financial and logistical burdens of these contingencies in their travel plan.
  - a. Exception: TFS staff fall under the responsibility of UAF as TFS is a UAF institution.
4. Logistical errors from testing vendors may result in clearance delays for those traveling to Toolik. Testing delays extending past a travelers maximum quarantine period will be reviewed for permissible exception on a case-by-case basis by Toolik Safety Coordinator Scott Filippone.
5. On the scheduled date of departure for Toolik, travelers will undergo a temperature screening by TFS staff prior to their departure. If using their own vehicle, individuals must stop by the TFS Fairbanks office to obtain a temperature reading prior to their departure to Toolik. If the travelers are leaving outside of normal business hours (M-F 9 AM - 5 PM) they will be required to take their own temperature and send proof to Scott Filippone (smfilippone@alaska.edu).
6. A temperature reading of >100.4°F will result in an additional 7-day quarantine and another COVID-19 PCR test.
  - a. All persons planning to travel to TFS who were in close contact with the above mentioned febrile individual must also undergo an additional 7-day quarantine and another COVID-19 PCR test.
  - b. A temperature reading of >100.4°F will prohibit an individual from traveling to TFS until they have been cleared by a physician. TFS is not responsible for the costs of lodging, food, healthcare, or relocation due to travel disqualification as a

result of a fever. It is the responsibility of the individual's home institution to account for the financial and logistical burdens of these contingencies in their travel plan.

(1) Exception: TFS staff fall under the responsibility of UAF as TFS is a UAF institution.

## **B. Within Alaska - Local Fairbanks travelers**

1. Those who already reside within Fairbanks are able to quarantine in their homes, **provided that all individuals within the household abide by the following guidelines:**
  - a. Individuals in quarantine are strongly encouraged to avoid leaving their quarantine facility except for activities essential to the upkeep of their home and socially distanced outdoor recreation. Recreation activities may only occur with other quarantined members of the individual's household.
  - b. A face mask must be worn when an individual leaves the home
  - c. Social distancing precautions (6 ft. distance between self and the public) at all times when a family member leaves the house
  - d. Individuals in quarantine may not share personal vehicles for recreational purposes.
  - e. Food must either be delivered or picked up via a contactless method (ex. Online grocery pickup)
2. Individuals must quarantine for 14 days prior to their Toolik departure date
3. Approximately on days 5 and 7 of quarantine, individuals must undergo a COVID-19 PCR test
  - a. Arrangements for the test will be made by Battelle-ARO
  - b. Costs of the test will be covered by Battelle-ARO
4. A positive test result will prohibit an individual from traveling to TFS until they have been cleared by a physician. TFS is not responsible for the costs of lodging, food, healthcare, or relocation due to travel disqualification as a result of a positive COVID-19 test. It is the responsibility of the individual's home institution to account for the financial and logistical burdens of these contingencies in their travel plan.
  - a. Exception: TFS staff fall under the responsibility of UAF as TFS is a UAF institution.
5. Logistical errors from testing vendors may result in clearance delays for those traveling to Toolik. Testing delays extending past a travelers maximum quarantine period will be reviewed for permissible exception on a case-by-case basis by Toolik Safety Coordinator Scott Filippone.
6. On the scheduled date of departure for Toolik,
  - a. Travel to the Toolik office on departure day must comply with quarantine rules.
  - b. A temperature reading of >100.4°F will result in an additional 7-day quarantine and another COVID-19 PCR test.
  - c. All persons planning to travel to TFS who were in close contact with the above

mentioned febrile individual must also undergo an additional 7-day quarantine and another COVID-19 PCR test.

#### **IV.a. PRE-TRAVEL QUARANTINE AND SCREENING FOR STAFF WHILE NO USERS ARE PRESENT IN CAMP**

This amendment to the pre-travel quarantine and screening protocol applies to staff operating at the Toolik Field Station when no users have reservations. Staff will adhere to the previously outlined screening procedure with the following exception:

1. Staff will be cleared for travel to TFS upon receiving their second negative COVID-19 test regardless of the remainder of their quarantine period.

#### **V. INTRASTATE TRAVEL PLAN (Fairbanks to TFS)**

##### **A. Background and References**

1. The Toolik Field Station (TFS) is located at mile 284.5 Dalton Highway, and is logistically and administratively supported from the University of Alaska Fairbanks campus in Fairbanks. TFS is critical state and national infrastructure that meets the definition of an essential business set forth in “Alaska Essential Services and Critical Workforce Infrastructure Order (Formerly “Attachment A”) Amended March 27, 2020.
2. Travel between Fairbanks and TFS is required to support the essential staff, infrastructure and resident scientists. This essential travel will be conducted under strict protocols in order to protect TFS staff, Alaskan communities, and the critical infrastructure of the station. An essential workforce travel plan has been submitted since TFS is not a community but not on a listed travel road system. TFS is open for business as defined in Reopen Alaska Phase III/IV effective May 22, 2020. Details of the TFS COVID-19 Travel Plan are included below.
3. This plan applies to Toolik Field Station staff traveling to/from Fairbanks in a scheduled trip on the Dalton Highway.
4. This plan applies to Toolik Field Station residents traveling to/from Fairbanks in a scheduled trip on the Dalton Highway.

##### **B. Contact Information and Location(s)**

Location: Toolik Field Station Mile 284.5 Dalton Highway

TFS Facility Supervisor: Faustine Bernadac, [fcbernadac@alaska.edu](mailto:fcbernadac@alaska.edu)

TFS Safety Coordinator/EMT: Scott Filippone, [UAF-toolik-safety@alaska.edu](mailto:UAF-toolik-safety@alaska.edu)

### **C. Travel to Alaska**

All TFS residents traveling from outside Alaska will follow Health Order 6.

### **D. Quarantine**

All individuals will be required to quarantine for 14 days and test negative for COVID-19 twice before travel to the Toolik Field Station.

1. Alaska Resident: A person residing in the State of Alaska will be required to quarantine 14 days before travel and test negative for COVID-19 before travel, as described above.
2. Non-Resident: Individuals will travel directly to the quarantine hotel provided by the National Science Foundation Arctic Logistics Contractor (Battelle-ARO). Battelle-ARO will provide groceries or daily food delivery to individuals in quarantine, and testing for COVID-19, as described above.

### **E. Testing**

All individuals will be required to test negative for COVID-19 before travel to the Toolik Field Station, as described in section IV. Logistical errors from testing vendors may result in clearance delays for those traveling to Toolik. Testing delays extending past a travelers maximum quarantine period (14 days) will be reviewed on a case-by-case basis. Testing delays resulting in a staffing emergency will be reviewed on a case-by-case basis.

### **F. Precautions while traveling**

Travelers will take appropriate protective measures while traveling:

1. Travel directly from Fairbanks to the Toolik Field Station
2. Passengers must wear face coverings.
3. No contact with other individuals at outhouse stops may occur.
4. Hands must be sanitized after outhouse stops.
5. If the vehicle needs fuel in Fairbanks before the trip, only credit card pumps are approved. Gloves must be used during the fueling process.
6. Coldfoot is the only approved refueling location between Fairbanks and Toolik. If refueling at Colfood is necessary all transactions must be conducted over the phone. Travelers are not permitted to enter any buildings at Coldfoot.

## **VI. DAILY OPERATIONS**

### **A. Maximum population**

At present, we estimate that TFS can safely accommodate a maximum of 108 people in camp, including staff. For reference, TFS at full capacity can accommodate approximately 160 people. This 108 person limit was established based on the maximum number of single-occupancy rooms at the Toolik Field Station. Rooms will only contain one occupant with an exception being made for a family staying at TFS.

### **B. Social distancing**

Everyone in camp must wear a face mask when they are not able to social distance 6 ft from each other, indoors or outdoors. In the dining hall, masks are not required while eating, but social distancing will apply at all times and during meal services.

All individuals will be housed in single bedrooms (no roommates, unless two people are in the same family). Weatherports with 2 distinct bedrooms may be used to house 2 different parties if measures have been taken to minimize airflow between each "room".

### **C. Food Service - Kitchen and Dining**

1. General:
  - a. Toolik Field Station will continue to follow all regulatory and legal standards required to operate a food service in Alaska.
  - b. TFS currently maintains higher standards than required by regulations. Examples include staff monitoring the dining room during service hours, constant cleaning of service surfaces and food prep areas.
2. Social Distancing:
  - a. Tables and chairs will be set up to accommodate social distancing.
  - b. Dining shifts will be established when the camp population reaches a level wherein it is no longer possible to maintain reasonable social distancing within the dining facility during meal hours.
3. Operations:
  - a. Kitchen access is only permitted to authorized individuals.
4. Hygiene Best Practices:
  - a. TFS has a dedicated handwashing sink inside the entrance to the dining hall. Upon entering the dining hall, individuals must wash their hands with adequate soap and water for 20 seconds or more.
  - b. A hand sanitizer station has been positioned before tableware pickup. Individuals are encouraged to sanitize their hands before eating food, in addition to washing their

- hands.
  - c. Upon entering the kitchen, individuals must wash their hands using the sink at the doorway.
  - d. All individuals will wash hands after unloading food deliveries and after handling food from the pantry.
  - e. Individuals will sanitize their hands immediately before going back through the serving line.
5. Cleaning and Disinfecting:
- a. Cleaning and disinfecting will continue to be conducted in compliance with CDC protocols, ADEC Food Service regulations, and additional TFS sanitation procedures
  - b. Tables in the dining hall should be sanitized before every meal
  - c. Surfaces in the kitchen should be sanitized before and after each meal is prepared
  - d. Door handles to the dining hall should be sanitized after each scheduled meal service
  - e. Bathrooms and high-contact surfaces should be sanitized at least once a day
  - f. Bleach/water solution (200 ppm) or approved EPA products will be used to sanitize surfaces.

#### **D. Health Checks**

Camp residents should conduct daily symptom checks and immediately report any abnormalities to the on-duty EMT.

## **VII. LOGISTICS**

Purpose: This protocol outlines how to package, transport, and safely receive supplies and goods for the Toolik Field Station during the COVID-19 pandemic. TFS expects weekly deliveries from a variety of vendors (Northern Alaska Tour Company, US Foods, SYSCO, etc.) and any commercial freight deliveries have to follow the same procedures to avoid contamination.

Information on COVID-19 surface stability is derived from the following research article: <https://www.nejm.org/doi/full/10.1056/NEJMc2004973>

Sanitization protocols are derived from the following CDC guidelines: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>

Protocol : Details how to handle freight and shipments from Fairbanks to Toolik:

#### **A. In Town Purchasing and Shipment preparation**

1. Food products must be kept segregated and placed in a cooler or in a box clearly labeled "food", regardless of their temperature sensitivity

## **B. Receiving Supplies in camp**

1. TFS staff must avoid contact with delivery personnel except when assistance is requested to unload large or heavy items
2. Staff are required to wear a face mask and maintain a minimum 6 foot distance from delivery personnel when assisting with cargo offloading
3. Shipments received by the Northern Alaska Tour Company will be placed into a temporary storage tent immediately upon arrival to camp
4. TFS staff and users will not enter the storage tent for 24 hours after a delivery is made
5. Supplies can be retrieved after 24 hours have elapsed past the time of delivery
6. TFS staff entering the storage tent must wear the following PPE prior to entry
  - a. Face Mask
  - b. Disposable Latex/Nitrile gloves
7. Sensitive research equipment must be sanitized following consultation with Environmental Data Center manager Amanda Young

## **VIII. IN-CAMP QUARANTINE PROCEDURE**

Purpose: This protocol is to be used when isolating an individual that presents COVID-19 symptoms *in camp*. Per the CDC, COVID-19 symptoms include:

- Fever
  - Temperature >100.4°F
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Procedure:

1. Ensure that the suspected patient does not make contact with any other individuals and

remains in one spot until you can equip yourself with the appropriate PPE

2. Unless it prevents adequate oxygen intake, the patient must wear a face mask if there is a chance they will interact with another individual
3. Anyone interacting with the patient, or surfaces they have made contact with, must wear the following PPE: Refer to PPE Donning and Doffing Protocol
  - a. Either a Powered Air-Purifying Respirator (PAPR) or face mask (PAPR recommended, can be found in EMT shack)
  - b. Face shield or goggles, if using a face mask
  - c. Tyvek Suit
  - d. Nitrile gloves

\*\*\*All PPE must be disposed of in red biohazard bags and be incinerated\*\*\*
4. The meeting tent will be used as a holding area for individuals suspected of COVID-19 exposure. In the event of an exposure a portable toilet will be moved near this tent to serve as a restroom for the individual in quarantine.
5. The patient should be tested for COVID-19. This will be arranged by Battelle-ARO, either directly in camp, or in Prudhoe Bay.
6. The patient should be relocated to the quarantine tent until a transport decision is made.
7. Any rooms that the patient entered within the past 72 hours must be evacuated and locked-down until a cleaning team can disinfect it.
  - a. Refer to Decontamination Protocol.
8. The on-duty medical provider is the only person who should enter or exit the tent until a transport decision is made, or the patient's condition deteriorates and extra manpower is needed
  - a. All individuals entering the tent must wear the previously mentioned PPE
  - b. Any time an individual enters the quarantine tent, the patient must wear a face mask unless it prevents adequate oxygen intake
9. After quarantine has been lifted, for whatever reason, the quarantine tent must be disinfected before it can be used again.
10. New quarantine tents may be established in the event of multiple patients.
  - a. Additional tents must be spaced at least 6 ft apart.

## **VIII.a. IN-CAMP TESTING**

Global supply permitting, a minimum of 6 COVID-19 rapid test kits should be maintained in camp to be used in the event of a suspected COVID-19 exposure. Test administration will be conducted per the orders of the TFS Physician Sponsor, Dr. Susan Dietz. Samples acquisition

and storage will follow the respective manufacturer's protocols. In addition, the following PPE must be worn by the individual obtaining administering the test during sample collection:

- a. Either a Powered Air-Purifying Respirator (PAPR) or face mask (PAPR recommended, can be found in EMT shack)
- b. Face shield or goggles, if using a face mask
- c. Tyvek suit
- d. Nitrile gloves

Treatment and transport decisions will be made after consultation with the TFS Physician Sponsor.

## **IX. FIELD RESCUE**

Purpose: This protocol is to be used if a field team exhibiting COVID-19 symptoms requires search & rescue efforts.

Protocol:

1. If the team cannot provide an accurate location, state search and rescue resources must be activated through the Alaska State Troopers
  - a. Alaska State Troopers: (907) 678-5211
2. The acting camp manager must be notified as their office will function as incident command
3. A minimum of three (3) people are required to conduct field rescue efforts
4. All individuals in the rescue team must bring the following PPE that they must don before approaching the suspected patients:
  - a. Either a Powered Air-Purifying Respirator (PAPR) or face mask (PAPR recommended, can be found in EMT shack)
  - b. Face shield or goggles, if using a face mask
  - c. Tyvek suit
  - d. Nitrile gloves
5. The rescue team must bring a sat phone to maintain contact with incident command
6. The rescue team must provide status updates to incident command in intervals no greater than 30 minutes
7. Patients should wear a face mask unless it prevents adequate oxygen supply
8. Rescue team must wear full PPE for the duration of the rescue mission
9. Quarantine tents should be established by camp resources to receive the

patient(s)

10. Depending upon condition, air medevac resources should be activated by incident command

## **X. AIR MEDEVAC**

Purpose: This protocol is to be used if an individual suspected with COVID-19 needs to be transported out of camp by air to receive a higher level of medical care. **Individuals presenting with serious COVID-19 symptoms should be evacuated as soon as possible.**

Protocol:

1. In serious cases, air medical evacuation should be used in place of ground transportation methods, if possible
2. Contact Galbraith Airstrip at (907) 450-4407 to request that they open and generate a weather report
3. Contact one of the following air medevac companies depending on patient preference. There is no preference if the patient is incapacitated.
  - a. LifeMed Alaska: 1-800-478-5433
  - b. Guardian Flight: 1-888-997-3822
4. Arrive at the airstrip before the medevac lands, if possible. If you are unable to reach the airstrip with the patient, send another truck to meet with the medevac team and bring them to the patient.
  - a. Refer to Ground Transport Protocol
  - b. Wear appropriate PPE
  - c. The patient must wear a face mask unless it prevents adequate oxygen intake
  - d. The driver of the truck must proceed to Fairbanks without returning to camp, once the patient has been taken onto the plane.
  - e. The driver of the truck must quarantine for 14 days and receive 2 negative COVID-19 tests before returning to TFS.
5. TFS will work with the NSF and all involved parties' home institutions to facilitate lodging after a transport has been made.

## **XI. GROUND MEDEVAC**

Purpose: This protocol is to be used when an individual needs to be transported out of camp to receive a higher level of medical care, but air medevac resources are unavailable.

Protocol:

1. Due to potential for rapid deterioration, suspected COVID-19 patients should not travel by themselves. In order to maintain constant medical coverage during the field season, Scott Filippone, or another TFS staff member, will remain on-call in Fairbanks to transport suspected COVID-19 cases from TFS to Fairbanks when his alternate EMT is on-duty at TFS. Should an individual require medevac by ground, Scott Filippone should be notified as soon as possible. Only critical patients should be transported with the on-duty EMT.
2. Call Fairbanks Memorial Hospital Emergency Department and notify them of your situation. They will be the receiving facility and need to prepare for your arrival. Provide them with patient information and your ~9 hour ETA.
  - a. Fairbanks Memorial Hospital Emergency Department: (907) 458-5555
  - b. Transport a patient to the Prudhoe Bay Clinic only if they are in critical condition, and air medevac resources are unavailable. **PROVIDE ADVANCE NOTICE TO THE PRUDHOE BAY CLINIC.**
    - i. Prudhoe Bay Clinic: (907) 659-5239
3. Don the appropriate PPE and follow the Ground Transport Protocol
4. With the exclusion of outhouse stops, no stops are to be made between camp and the transport destination. No contact with other people at outhouse stops may occur. Hands must be sanitized after outhouse stops. Wipes and hand sanitizer will be provided in trucks.
5. Notify the receiving facility once you are within 20 minute ETA of their campus.
6. After transport notify the acting camp manager and await further instructions
  - a. Those present in the transporting vehicle will be unable to return to camp until they have been tested for COVID-19 and cleared by a physician
7. TFS will work with the NSF and all involved parties' home institutions to facilitate lodging after a transport has been made

## **XII. GROUND TRANSPORT**

Purpose: This protocol is to be used when a suspected COVID-19 patient is transported outside of camp via ground vehicle for any reason.

Protocol:

2. Due to potential for rapid deterioration, suspected COVID-19 patients should not travel by themselves. In order to maintain constant medical coverage during the field season, Scott Filippone, or another TFS staff member, will remain on-call in Fairbanks to transport suspected COVID-19 cases from TFS to Fairbanks when his alternate EMT is on-duty at TFS. Should an individual require medevac by ground, Scott Filippone should be notified as soon as possible. Only critical patients should be transported with

the on-duty EMT.

3. All vehicle occupants transporting a patient must wear the following PPE: Refer to PPE Donning and Doffing Protocol
  - a. Either a Powered Air-Purifying Respirator (PAPR) or face mask (PAPR recommended, can be found in EMT shack)
  - b. Face shield or goggles, if using a face mask
  - c. Tyvek suit
  - d. Nitrile gloves
4. The patient should wear a face mask for the duration of the transport unless it prevents adequate oxygen intake
5. The patient should be transported in the rear of the vehicle
  - a. This section should be cordoned off with a plastic sheet to prevent droplet movement into the front of the vehicle
6. Patients should be transported using the camp emergency vehicle
7. The truck must contain a GPS tracker and sat-phone
8. Windows should be opened during transport to enable enough airflow for frequent cabin air exchange
9. With the exclusion of outhouse stops, no stops are to be made between camp and the transport destination. No contact with other people at outhouse stops may occur. Hands must be sanitized after outhouse stops. Wipes and hand sanitizer will be provided in trucks.
10. Limit contact with employees at Coldfoot Camp if refueling is necessary.
11. The transport team must notify camp when they have completed transport
12. Those present in the transporting vehicle will be unable to return to camp until they have been tested for COVID-19 and cleared by a physician
12. Vehicles must be decontaminated after transport.
  - a. Refer to Decontamination Protocol
13. TFS will work with the NSF and all involved parties' home institutions to facilitate lodging after a transport has been made

## **XII.a. TRANSPORTING TO PRUDHOE BAY**

Purpose: This addendum allows personnel to remain in camp in the event of a patient transport to the Main Construction Camp clinic in Prudhoe Bay. Personnel who are reasonably not

assumed to have been exposed to a COVID-19 source should not be sent into Fairbanks for testing due to an increased exposure risk. This addendum only applies to patients who do not exhibit any of the previously mentioned COVID-19 symptoms before, during, or after transport.

1. In the event of a non-COVID-19 related incident that warrants transport to the MCC clinic in Prudhoe Bay the transporting medical person-in-charge will assess the patient for COVID-19 symptoms and document their findings in their patient care report.
2. The patient and transport team will be permitted to re-enter camp and omit a COVID-19 test in Fairbanks if all of the following conditions are met:
  - a. The incident in question is not related to a possible COVID-19 exposure
  - b. The patient does not exhibit any COVID-19 symptoms during or following transport
  - c. The transport team makes no stops between TFS and the MCC clinic in Prudhoe Bay
  - d. The patient and transport team wear the following PPE for the entire duration of their time in Prudhoe Bay
    - i. Face Mask
    - ii. Nitrile Gloves
    - iii. Goggles
  - e. The patient and transport team do not make contact with anyone in Prudhoe Bay aside from personnel necessary for medical treatment
  - f. There have been no suspected COVID-19 cases at the MCC clinic in the past 14 days. The transport team will call and request this information prior to transport.
3. If any of the above criteria were not met the transport team and patient must be quarantined in camp until arrangements have been made to send them to Fairbanks for COVID-19 testing
4. The patient and transport team will undergo 2 mandatory temperature checks per day for 14 days following the incident
  - a. These checks will be conducted by the acting medical person in charge

### **XIII. DECONTAMINATION PROTOCOL**

Purpose: This protocol is to be used if a building or vehicle must be decontaminated after exposure to an individual suspected of COVID-19.

Protocol:

#### **A. Buildings**

1. Occupants should be evacuated and quarantined if they were in close contact with the suspected patient
  - a. Refer to Quarantine Protocol
2. Rooms should be locked-down to prevent entry until decon is complete
  - a. Affix warning signage to all entry points to the room(s)

3. If the room is not needed, wait for 72 hours before decontamination to reduce the hazard of any remaining virus.
4. Before entry, the decon team should don the following PPE: Refer to PPE Donning and Doffing Protocol
  - a. Either a Powered Air-Purifying Respirator (PAPR) or face mask (PAPR recommended, can be found in EMT shack)
  - b. Face shield or goggles, if using a face mask
  - c. Disposable gown
  - d. Nitrile gloves
5. Windows to the affected room(s) should be opened to allow for multiple air changes during the decontamination process
6. Hard, non-porous surfaces should first be cleaned of debris using soap and water
7. Surfaces must then be sanitized using a 200 ppm bleach/water solution. Allow the solution to evaporate to ensure appropriate contact time.
  - a. 200 ppm =  $\frac{1}{3}$  cup bleach per gallon of water
8. Fabrics that are capable of being removed should be laundered using high heat settings
  - a. These items should be bagged and handled by someone outside of the decon team wearing, at a minimum:
    - i. A face mask
    - ii. Nitrile gloves
    - iii. Goggles
    - iv. Disposable gown
9. Doffed PPE must be placed in a red biohazard bag and incinerated

## **B. Vehicles**

1. Occupants should be evacuated and quarantined if they were in close contact with the suspected patient
  - a. Refer to Quarantine Protocol
2. No one outside of the decontamination team should be permitted to enter the vehicle
  - a. Affix warning signage to the vehicle to make it notify others of its condition
3. If the vehicle is not needed immediately, wait for 72 hours before decontamination to reduce the hazard of remaining virus particles on surfaces.
4. Before entry, the decon team should don the following PPE: Refer to PPE Donning and Doffing Protocol
  - a. Either a Powered Air-Purifying Respirator (PAPR) or face mask (PAPR recommended, can be found in EMT shack)
  - b. Face shield or goggles, if using a face mask
  - c. Disposable gown
  - d. Nitrile gloves

5. Doors and windows should be opened to allow for multiple air changes during the decon process
6. Hard, non-porous surfaces should first be cleaned of debris using soap and water; special attention should be taken to include the:
  - a. Steering wheel
  - b. Dashboard
  - c. Center console
  - d. Door handles
  - e. Door panels
7. Surfaces must then be sanitized using a 200 ppm bleach/water solution. Allow the solution to evaporate to ensure appropriate contact time.
  - a. 200 ppm =  $\frac{1}{3}$  cup bleach per gallon of water
8. Fabrics that are capable of being removed should be laundered using high heat settings
  - a. These items should be bagged and handled by someone outside of the decon team wearing, at a minimum:
    - i. Face mask
    - ii. Goggles
    - iii. Nitrile gloves
    - iv. Disposable gown
9. Doffed PPE must be placed in a red biohazard bag and incinerated

## **XIV. PPE DONNING AND DOFFING**

Purpose: This protocol is to be used when putting on (donning), taking off (doffing), and disposing of PPE used during a suspected COVID-19 exposure incident.

Protocol:

1. The following PPE must be worn by all individuals working with a person or area suspected of containing COVID-19:
  - a. Either a Powered Air-Purifying Respirator (PAPR) or face mask (PAPR recommended, can be found in EMT shack)
  - b. Face shield or goggles, if using a face mask
  - c. Tyvek suit
  - d. Nitrile gloves
2. PPE is to be donned in the following order:
  - a. Respirator
  - b. Face mask/goggles
  - c. Suit
  - d. Gloves

3. PPE is to be doffed in the following order:
  - a. Gloves
  - b. Suit → [Wash hands](#)
  - c. Face mask/goggles
  - d. Respirator → [Wash hands](#)
4. Doffed PPE must be placed in a red biohazard bag and incinerated
5. Clothes worn under PPE must be bagged and laundered using high heat settings
6. After doffing PPE, workers must take a shower and change into a clean set of clothes

## **XV. LOCKDOWN**

Purpose: This protocol outlines how camp operations will change in the event that an individual presents with COVID-19 symptoms at the Toolik Field Station and is confirmed positive. These changes will take effect upon symptom discovery and medical consultation and last for 14 days. Should another symptomatic individual present themselves the process will begin again. If the suspected individual(s) are determined to be COVID-19 negative by a physician the lockdown can be lifted before 14 days have passed.

Testing of TFS residents for COVID-19 will be arranged by Battelle-ARO either directly in camp or in Prudhoe Bay.

### **A. Camp Quarantine**

All camp occupants will be restricted to their rooms with exceptions for bathroom usage, limited research functions, and essential camp operations.

#### **Essential Operations**

- Infrastructure and generator upkeep
- Vehicle maintenance
- Kitchen operations
- Food delivery
- Logistics
- Medical response
- Sanitation
- Waste removal

### **B. Food Service**

1. Kitchen staff will be required to wear a face mask and gloves while preparing food
2. Food will be plated in the kitchen and served to rooms by a member of the operations

staff

- a. This staff member is required to wear a face mask and nitrile gloves during deliveries and pickups

### **C. Field Work**

1. Groups will be limited to sending 1 person to a research plot at any given time
2. Plans for field work must be submitted to and approved by the on-duty camp manager to ensure that researchers do not unnecessarily travel through populated areas of camp
3. Maximum occupancy of vehicles is limited to 1 person

### **D. Logistics**

Deliveries will be received normally, but will be delivered to individual rooms and departments by the on-duty EMT

### **E. Bathrooms and Showering**

1. Users and staff will be limited to using the following bathrooms and showers according to their room location:
  - Winter Quarters
    - Bathroom: Winter Quarters
    - Shower: Winter Quarters
  - Cottongrass
    - Bathroom: Cottongrass
    - Shower: Cottongrass
  - Dorm 7 & 8
    - Bathroom: Dorm 7 & 8
    - Shower: Shower Module
  - EMT Shack
    - Bathroom: Tower 3
    - Shower: Winter Quarters
2. Individuals using bathroom or shower facilities must sanitize faucets, showers, or toilets with a 200 ppm bleach solution after use

### **F. Waste Removal**

1. Camp occupants will place full trash bags outside of their room to be picked up
  - a. A member of the operations staff will collect trash on a daily basis to be consolidated into trash totes
  - b. Staff must wear a face mask and nitrile gloves when handling trash
2. Kitchen staff will be responsible for placing kitchen trash into an appropriate tote

3. Bathroom waste bags must be disposed of with a face mask, tyvek suit, glasses, and gloves

## **XVI. NON-COMPLIANT CONTRACTOR PROCEDURE**

Purpose: This procedure outlines the steps necessary to facilitate mission critical outside contract work in camp whereby the contractor is unable to follow the TFS Quarantine procedure in its entirety. Contractors needed for urgent installation/maintenance on critical infrastructure will be managed by exception and will follow safety procedures and access rules developed for the specific case.

### **Prior to Arrival**

1. It must be determined by the Toolik management team that the contract work referred to in this procedure is necessary to maintain camp operations. Efforts will be made to schedule such visits outside of periods with a high camp population.
2. Special attention should be given to contractors requesting access into high-traffic buildings into camp to minimize interruptions to camp operations.
3. A summary of contract work will be compiled by the safety coordinator and distributed to all in-camp users and staff no later than 1 week prior to the contractor's arrival. This summary will include the following:
  - a. Name of contractor organization
  - b. Name(s) of all personnel that will be entering camp
  - c. A timeline outlining when work will be conducted
  - d. A summary of what work will be performed
  - e. Locations in camp that will require access by the contractor
  - f. Work that must be performed in conjunction with TFS staff, if applicable
  - g. Special accommodations required by contractor personnel
4. Contractors will only be permitted to enter the areas they have requested and been approved to access
5. The on-duty camp manager will conduct a briefing at 0900 every day the contractor is in camp. This briefing will outline which facilities the contractor will be accessing during the day and which areas must be avoided by users and TFS staff.
6. The above-mentioned briefing will be summarized and recorded on the dining-hall message board to inform users.
7. Users and staff are prohibited from making direct contact with contractors

### **Meals, Lodging, and Bathrooms**

1. Contractors lodging in camp overnight will be assigned to a weatherport as far away as possible from the rest of the camp population
  - a. Contractors will only use Tower 1 during their stay - Users and staff will be forbidden from using Tower 1 during this time
  - b. There will be no shower facilities available to contractors unable to follow the quarantine procedures
2. A meal will be delivered to each contractor-occupied weatherport at 0845 (breakfast), 1215 (lunch), and 1815 (dinner) while they are in camp
  - a. Meals will be left at the doorstep of the weatherport in a closed container
3. Contractors will be provided with disposable plates, cups, and cutlery which they will dispose of after use.

### **Communication**

1. The meeting tent will be used as an office for contractors during their stay
  - a. Prior to arrival the meeting tent should be equipped with the following:
  - b. 1 Portable Radio
  - c. 1 Radio Charging Stand
  - d. 2 Portable Radio Batteries
2. Contractors will use the portable radio provided to them to communicate with camp staff
3. The camp manager will communicate with the contractor party every time they enter and exit camp

### **Medical Support**

1. In the event of an emergency, contractors and anyone they have been in direct contact with will be assumed to be a COVID-19 carrier for the purposes of TFS protocols

### **After Departure**

1. Any rooms or vehicles entered by contractors must be disinfected before re-entry by general camp population
  - a. Alternatively, rooms can be left alone for 72 hours before re-entry
2. In the event of a possible COVID-19 carrier in camp it is the responsibility of the facility supervisor to notify the contractor within 12 hours of symptom discovery