

**DAYANANDA SAGAR COLLEGE OF DENTAL SCIENCES AND HOSPITAL**  
**DAYANANDA SAGAR INSTITUTIONS**  
**Shavige Malleshwara Hills, Kumaraswamy Layout, Bangalore**

The Institute is adopting a set of Standard Operating Procedures (SOPs) with comprehensive Preventive Public Health Measures (PPHM) to try and prevent the spread of and deal with COVID-19 pandemic by setting the policy and procedural guidelines for the students, faculty, officers, staff and workers in consonance with the directions/guidelines issued by the central/state Governments and relevant agencies.

**Aim:**

The aim of the policy and procedural guidelines is to adopt individual and collective measures to prevent COVID-19 pandemic effects and its spread.

Institute aims to ensure the following primary measures to encourage individual and collective COVID--19 responsible behavior to prevent community spread of the disease.

- a) Hand & respiratory hygiene
- b) Work, living, mess and recreational space sanitization
- c) Social distancing at all times at every place
- d) Face masking
- e) Regular body temperature monitoring
- f) Immediate reporting for medical help, if, symptoms are noticed
- g) Self-quarantining when considered necessary

Aim of the SOP is to orient all employees and students of the Institute to observe self-discipline in adopting COVID responsible behavior at all times and under all circumstances.

**Transportation:** It is encouraged to use personal transport from Home to the Institution & back. Bike and car drivers should follow the instructions issued periodically by the Government of India.

**Thermal Temperature Check:** At the entrance gate, security guards would record body temperature of all entrants with the hand held touch free thermal device. All employees and students may facilitate smooth conduct of the process. All entrants in the Institute are encouraged to sanitize hands from the hand sanitizer dispensers.

**Social Distancing:** Observance of social distancing norm is the most effective preventive measure. Hence, every individual within the premises is expected to observe social distancing by maintaining interactive distance with other individuals between 1-2 meters.

**Entry/exit path:** wherever, a single wide entrance is used for exit as well like hostels, mess etc., students shall follow social distancing norms and shall show patience towards each other to make the flow uncrowded.

**Hygiene Practices:** Following measures & practices need to be adopted to sustain hygienic environment around us to contain COVID-19 exposure. This includes appropriate and frequent hand hygiene, respiratory hygiene and mandated mask use. Non-contact greetings are advised.

**Social distancing** in classrooms has to be followed. Windows have to be kept open for fresh air circulation. Students are expected to carry and use their own personal sanitizers to follow safety measures.

Face masking is mandatory for all personnel within the campus premises at all times when out of their respective work offices/stations.

**Vaccination:** All students are encouraged to take vaccine and the vaccination status had to be updated to the covid response committee, DSCDS.

**Practice yoga and Pranayama** exercise for better and positive health.

**Internal Assessments and Examinations** will be conducted according to the RGUHS guidelines.

**Library** shall be open during academic session from 9:00 AM to 4 PM for library staff only. However, the students and faculty members are encouraged to use online access to Library facilities, instead of a physical visit to the Library. Social distancing norms shall be adhered to at all-time within the Library premises even if it entails waiting for the other students. The total number of students in the Library at any given time would be monitored and controlled by the library staff to ensure social distancing. It is mandatory to wear facemask inside the Library.

Hand sanitization is advisable before and after touching any surface, books, articles etc.

**Protocols to be followed while working on the patients:**

- Keep the patient density less.
- Instruct the patients not to bring any accompanying person unless absolutely required.
- Instruct the patients to avoid lift.
- Before giving an appointment to the patient, recording the Covid history is mandatory and the same will be repeated at the counter outside the department.
- Instruct your patients to follow the appointment timings strictly.
- Mark the waiting area to implement adequate social distancing.
- Wearing of mask is mandatory for the patients.
- Before taking up the patients, follow all the protocols as per the department in which you are posted.
- Patients in the dental chair should be taken up following adequate social distancing measures.
- While working on patients wearing of mouth mask, face shield, head cap and gloves is mandatory (may use OT gowns/ cover suit based on the requirement).
- Ask patient to avoid spitting while working
- Waste disposal protocols have to be strictly followed

### **Clinical/Lab Area:**

Adequate ventilation by keeping all windows open should be followed whenever possible.

Following hygiene practices to be observed: -

- All clinical areas / lab will be regularly sanitized.
- Before entering the clinics / labs, student should ensure hand sanitization.
- Students are encouraged to wear double mask/ N-95 mask while inside the clinics/labs. Social distancing is mandatory in the department.
- Any student having any COVID / ILI / SARI related symptoms will report immediately to the concerned staff in the department and COVID Response Team of DSCDS.
- Self-quarantine yourself for 7 days if you are a primary contact & report to COVID Response Team - DSCDS (CRT-DSCDS).
- The result of the test & your health status has to be reported to the COVID Response Team. All students should avoid gatherings in Lab and observe social distancing during entry & exit.

### **Lunch Break:**

- Shall follow the timings given by the administration for their lunch break strictly while maintaining the adequate distancing norms at all times.
- Any form of sharing of food or any other items such as glasses or spoons is strictly prohibited.
- Water Dispensing Points would be susceptible to frequent and multiple touching to fetch the water. Students are encouraged to exercise due caution in sanitization of their hands before/after touching the water dispensers.
- Students are encouraged to restrain and not to share cups, eating utensils, food or drinks with others.
- In Canteen/Mess, Students shall observe proper social distancing and masking while using facilities.

### **Common spaces:**

- a) Corridors: Social distancing should be maintained.
- b) No gathering of students is permitted.
- c) Washrooms: Students should not crowd in the washrooms
- d) No get-togethers are allowed and students should avoid meeting in groups.
- e) Students must restrict/ avoid movement within an outside campus.
- f) Outside college building and in lawns, students should avoid gathering or sitting in groups.

The Institution does not recommend students visiting any place outside the campus, including eateries outside the campus.

The following is the SOP to be followed in case a student develops symptoms (cough, fever, sore throat or any other influenza like illness (ILI) symptoms or severe acute respiratory infections (SARI) symptoms):

Upon staying in the hostel/ Paying Guest, any student developing cough, fever, sore throat or any other illness (**ILI**) and severe acute respiratory infections (SARI) symptoms should report to the warden immediately.

SOP to be followed by the institution:

- Place the ill person in an isolation room
- Patient will remain isolated while wearing mask constantly.
- Immediately inform the Covid Response Team and Parents /Guardians.
- Subsequently such students will be referred to the respective Government Agencies (BBMP).
- And the protocol advised by them will be followed.
- Primary contacts of the COVID 19 positive person will also be isolated and placed under observation for development of symptoms for 7days.

**\*\*\*\* Covid Response Team \*\*\*\***

**DSCDS, BANGALORE.**