



— ARKANSAS COLLEGES OF —
HEALTH EDUCATION

March 11, 2020

Dear ACHE Community:

As you know, we are closely monitoring the COVID19 situation. Our current travel situation has not changed. We will revisit this as we approach April and issue guidance regarding any travel you may have planned for April and beyond. Our measured responses to date are not unlike those of our sister institutions nationwide. As healthcare professionals and future physicians, we are held to a higher standard and must take measures to protect ourselves, our families, our campus community, and the community at large.

I ask that you to complete the [ACHE Travel Reporting form](#) so that we may document travel-based contact outside of Fort Smith. **Irrespective of whether you have travel plans for the month of March, I request that ALL students, faculty, and staff complete this form at your earliest convenience, and by no later than the close of business on Friday, March 13.** Your anticipated cooperation is appreciated.

Please know that the information collected in the form will be reported only to my office, Human Resources, and key administration working with my office regarding ACHE's COVID19 response. Students with difficulty in completing this form should contact Laurel McIntosh in Student Affairs. Employees with difficulty in completing this form should contact Chief Levi Risley.

The risk to our campus remains low at this time. At the time of this communication, there has been one confirmed case in the central Arkansas region. Details are still emerging. **We strongly advise you to reconsider any non-**

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essential personal or business travel away from the greater Fort Smith area.

Documented cases are rapidly increasing in number both domestically and internationally. In the event you travel outside the Fort Smith area, you may face a higher risk of infection, significant delays returning to Fort Smith, and/or the requirement to self-isolate upon your return, all of which could significantly impact your professional and personal obligations at great individual expense.

Should you decide to travel, be aware of the risks to your health and those with whom you may be traveling. If you are returning from a Level 3 designated area, you will not be permitted to return to the ACHE campus until after a mandatory, minimum 14- day quarantine, even if you do not exhibit symptoms. **All people returning from spring break outside of Fort Smith are required to self-monitor (for fever, cough and difficulty breathing) for 14 days.**

Self-monitoring is defined as:

- Measure your temperature twice a day. If you do not have a thermometer, or need instructions for using one, let your local public health department know.
- Watch for cough or difficulty breathing.
- If you experience symptoms, call your health care provider. Call ahead before you go to your doctor's office or to an emergency room. Tell them your symptoms.

If you decide to travel, please ensure that you have essential items you may need in the event you are not able to return immediately, such as medications, laptops or items related to your coursework or job duties.


Again, ACHE is monitoring the situation closely with campus health and safety partners to ensure that we can keep the campus safe in the event the risk level changes. I appreciate everyone's cooperation thus far. Thank you.

Response to COVID-19

March 11, 2020

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Sincerely,

A handwritten signature in black ink, appearing to read "Brian Kim", written over a horizontal line.

Brian Kim

Brian G. Kim, J.D.

President

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