Dear IVIC Users,

We are happy to report that the In vivo Imaging Core (IVIC) will reopen May 26th, 2020. IVIC operations will begin at limited capacity and ramp up in phases as approved by the Dean, School of Medicine, and the Chair of the Department of Medicine.

Below are important procedural and safety policy changes that our users need to be aware of (and agree to adhere to) before they can return to the core. These policies are designed to prevent the spread of SARS-CoV2 in the laboratory work environment and to protect Wash U researchers. However, even with proper containment and mitigation measures, users should be aware that the risk of COVID-19 infection may be higher in a core facility due to increased personnel access. Also, please keep in mind that if there is a second surge in COVID-19 cases in the STL area or contact tracing reveals that a staff member or user has been exposed, then the IVIC will ramp down operations as quickly as possible. We will warn users immediately so that they can cancel their planned experiments or wrap up ongoing experiments quickly.

Thank you for your support of the IVIC and the revised user policies. We will do our best to accommodate your imaging research needs during this phased transition to normal operations. Please let us know if you have any questions, concerns or suggestions.

Summary of important policy changes:

- IVIC staff & users will be required to [https://www.bjc.org/employeescreening](https://www.bjc.org/employeescreening) on Covid-19 safety precautions.
- Staff & Users will be required to complete a [Wash U electronic self-screen](https://www.bjc.org/employeescreening) for symptoms or must first report to a screening station before entering CSRB.
- The IVIC will employ infection containment and mitigation procedures with the assumption that every person entering the core could be an asymptomatic carrier of SARS-CoV-2.
- These procedures will include wearing required PPE, maintaining social distancing of 6ft, frequent hand washing and the disinfection of common work areas, surfaces and equipment.
- Staff & users are required to wear masks and gloves in the imaging and procedure rooms.
- Staff & users are required to wear masks in the analysis/break room (with the exception of eating/drinking alone), as well as in the CSRB hallways, elevators, common rooms and restrooms.
- Tier II user hours can only be booked from 9am-5pm Tue-Thu due to limited staff working hours.
- User appointments should be separated by a 30 minutes to allow users adequate time to disinfect the equipment and lab surfaces in their work area with 70% ethanol and leave before the next user arrives.
- Project discussions and experimental planning meetings will be conducted via Zoom or Facetime until further notice.

IVIC lab access, work space occupancy and staffing:

- Tier II appointments will be restricted to Tuesday through Thursday 9am-5pm due to limited staffing. Appointments should include a 30min buffer period to allow for disinfection and avoid overlap with other users.
- Tier III users can schedule appointments after-hours and weekends to reduce overlap with staff and other users. After-hours users can call Dr. Miller’s mobile phone (by request) for urgent assistance and trouble shooting. As necessary, Dr. Miller may enter the imaging and procedure rooms to perform trouble shooting, while following social distancing and PPE guidelines. Dr. Kim will also be available remotely or in lab with PPE and social distancing to assist users if needed.
- Tier II/III users will have the option of dropping off their mice or tissue samples and having IVIC staff perform their experiments at Tier I rates (quote-based).

Date: May 21, 2020
IVIC Director: Mark J. Miller, Ph.D.
Email: mmiller23@wustl.edu, ph#: 314-362-3044
IVIC website ([https://ivic.wustl.edu/](https://ivic.wustl.edu/))
The break room and water cooler in CSRB 4451 will remain unavailable to users until further notice.

The computer analysis room (CSRB 4448) is a designated clean room and users may eat and drink in that room assuming they are alone and agree to disinfect the room after they finish their break by wiping down the surfaces with disinfecting wipes.

The computer analysis room can accommodate 2-3 individuals at the analysis workstations while maintaining social distancing (“Do not sit here” signs are placed every other desk to insure >6 feet between users).

Access to the epi florescence microscope in CSRB4452 will be restricted to staff use only.

Imaging, sample preparation and surgery rooms will be restricted to one user at a time plus one staff member as necessary (maximum occupancy of 2 people) to conform to social distancing guidelines.

**IVIC Covid-19 safety Protocols:**

- PPE use will be required for both staff and users including masks and gloves when working in the imaging and sample preparation labs and wearing a mask when present in the analysis room. PPE should be procured by users from their own labs, but we will have limited PPE available (masks and gloves) for users if replacement is necessary.
- Hands should be washed or sanitized hands before using computer equipment in the clean room.
- A minimum of 6 feet distance between individuals will be maintained at all times in lab and computer analysis rooms to comply with social distancing requirements.
- IVIC staff will disinfect the facility using 70% ethanol or disinfecting wipes including all door knobs, light switches, cabinet handles, refrigerator handles, BSL safety cabinets, microscopes, peripheral components, work benches, sink areas, computer keyboards/mice at the beginning and end of each day.
- Users will be asked to disinfect the surfaces and equipment in their work areas (imaging and analysis rooms) with 70% ethanol or disinfecting wipes at the end of their scheduled sessions.
- Staff and users will wear a mask and gloves when disinfecting equipment and lab surfaces.
- Should any staff member or user test positive for COVID-19 the IVIC will immediately close and users and staff will be quickly notified. Decontamination of the lab will be performed, and a mandatory 14 day quarantine will be imposed to decrease the potential for virus transmission on campus.

**Training & Educational Activities:**

- In-person trainings will be suspended due to social distancing requirements.
- On-line training materials and tutorials will be made available to users.