



## HOSTING APPROVED VISITORS

With rare exceptions, Christopher Newport's facilities, including grounds and buildings, are open only for official university business and are not open to visitors or the general public. The host must fulfill important obligations summarized in this checklist:

### HOST CHECKLIST:

- Obtain approval from the provost or appropriate vice president at least a week in advance.
- Provide Christopher Newport's COVID-19 requirements to the visitor prior to the visit. If arriving from an international location, the visitor must be instructed to quarantine off campus for 14 days prior to the visit.
- Confirm their consent to notify the University host and cancel the visit should they not feel well, experience COVID-19 symptoms, or learn they may have been exposed to the virus in the past 14 days.
- Insist they wear a cloth face covering at all times while on campus (inside and outside), practice physical distancing of no less than six feet from others at all times, and follow proper handwashing hygiene.
- Confirm they will be notified by the visitor if that person tests positive for COVID-19 or develop symptoms within 14 days following their visit. The visitor must also agree to participate in contact tracing should the need arise.
- Sanitize and disinfect all tables, chairs, door knobs and other items used during the visit.



**Hosts must also administer a health screening and temperature check to the visitor upon their arrival. Hosts should request use of a contactless thermometer in advance of the visit. They are available at multiple locations including the DSU Information Desk and the CNH Welcome Desk.**

### THE HOST MUST ASK THE VISITOR:

For medical reasons, have you been directed by a Christopher Newport official or a healthcare provider to isolate or quarantine?

Have you been directed by a health professional to get tested or have you had a positive test result within the last 14 days?

Have you developed any of these symptoms, that cannot be attributed to another health condition, within the last 24 hours? Fever; cough; difficulty getting enough air, loss of smell or taste, sore throat; muscle aches.



**If the answer to any question is "yes" or the temperature is 100.4 or above, the visitor must immediately leave campus. Visitors who will not wear face coverings or comply with other protocols may also be asked to leave.**

Requirements regarding Admissions, vendor and family visits and a link to the official visitor policy may be found here: [cnu.edu/relaunch/visitors](https://cnu.edu/relaunch/visitors)