School of Pharmacy 2022 Semester 1 COVID Guidance for Staff and Students

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NZ COVID Framework: Red Level, Phase 3

GOVT and MOH Guidance at Red Level, Phase 3


Guidelines (general) for School of Pharmacy staff who are notified of a COVID-related student absence and for BPharm students

Staff in the Bachelor of Pharmacy (BPharm) programme are instructed to apply the following guidelines when they receive notification from a BPharm student of a requirement to isolate due to COVID/risk.

Note, at COVID Red Level, Phase 3, this notification most likely will come via text message from a friend/colleague/family member (i.e. not from a health official). However it may come from the Auckland Regional Health Authority (ARPHS), the student’s GP, UoA Student Health & Counselling, Health Line employee or via text message from the official 2328 number.

1. Students in the BPharm should notify their Course Director/s immediately if they:
   a. have received a confirmed positive test result for COVID, OR
   b. if they have been tested and are awaiting a PCR or RAT test result, AND/OR
   c. if they are identified as a Household or Household-Like Contact of a family member who has tested positive for COVID and they are required to isolate, AND/OR
   d. if they have symptoms of Covid-19 and need to isolate and/or conduct a COVID test.

2. Where a student has tested positive in the last 10 days they need to inform the university at the UOA COVID notification simple notification form for the purpose of the university tracking positive COVID cases within our university community.

3. Where a student is identified as a household (or household-like) contact and are required to isolate for 10 days, and where this will impact on a students’ coursework/assessments, they should inform the university at the UOA COVID notification simple notification form.

4. Course Directors, Module Leaders and teaching team members involved with the student’s learning programme should be in communication with each other and the student to:
a. Reassure the student that their academic standing will not be at risk because of the need to isolate.

b. Direct them to supply evidence of their official COVID notification if it has come from a health official. If it has come via a text from a friend/colleague/family member, they do not need to provide this (As a text from a friend/colleague is not ‘official’ and it would be sharing private health information from other individuals with us, we should not collect this information).

c. Direct the student to apply for Aegrotat if they have an upcoming assessment (for an exam, a test or an OSCE) that will be impacted by their isolation/illness/lack of ability to attend key labs on campus or online.

To apply for aegrotat for a test go to:


Note, if the student has an internal assessment such as a written assignment they still supply the evidence to us (if available) and the Course Director works to determine appropriate measures to support the student which may include an extension on the work and/or additional support.

d. Discuss with the student ways in which they can fulfil their BPharm work if they are unable to attend any on-campus sessions and to discuss alternative ways the student can receive learning support if required.

e. For positive COVID cases and cases of Household or Household-Like contacts, identified staff in Parts 2, 3 and 4* will record these student cases for internal tracking only in a secure, password-protected spreadsheet. This is to ensure no student will be disadvantaged by their required isolation and BPharm course teams can coordinate catch up learning/assessments. (*Part 2: Jeff Harrison; Part 3: Steph Yee and Lynne Petersen, Part 4: Louise Curley)

Assessment related Guidelines - for situations where students are unable to sit or complete graded assessments at the scheduled time due to COVID impacts

In situations where a student is unable to attend an on-campus test or an online test due to one of the COVID notification circumstances detailed above, Course Directors and Module Leaders are guided to:

1. Ensure the student has supplied evidence where this is possible (Note: this may only be a text message from a friend/colleague at Phase 3 in which case we need to simply accept the
student’s email as the evidence to the Course Director and has applied for Aegrotat for the upcoming assessment/s.

To apply for aegrotat for a test go to: https://www.auckland.ac.nz/en/students/academic-information/exams-and-final-results/during-exams/aegrotat-compassionate-consideration.html

NOTE: The university may again be creating a ‘fast track Aegrotat process’. During Semester 1, 2022, this may replace the normal Aegrotat Process but students impacted by COVID will still need to formally apply for Aegrotat even if it is the fast track process.)

2. Communicate with the student to reassure them that their academic standing will not be negatively impacted by the missed assessment.

3. Inform the student there are two possible outcomes of the Aegrotat application process in relation to their missed assessment:

   a. Option 1: The student will be provided the opportunity to complete the missed assessment at a later point in time which may likely be at the end of semester. Time will be provided to the student to review and study the content and/or to complete the assessment at a time/in a timeframe agreed by the staff and student concerned.

   b. Option 2: The Pharmacy Board of Examiners (BOE) will review the student’s holistic performance at end of semester and determine if the student is eligible for a conceded pass for the assessment based on their cumulative academic performance in the semester. This would only be possible in a situation where a student has achieved a minimum of a pass mark on all currently completed summative assessments in the course. In such a situation, the BOE would derive a grade for the missed assessment based on results from similar assessments. Where no other relevant assessment exists in the course, this would be determined through performance in other comparable course work.

4. In situations where multiple assessments are missed (e.g. a module exit test and an OSCE), a delegated Board of Examiners (BOE) group from the Course Team will meet to discuss the fairest option for the student, while maintaining the integrity of guidance in the BPharm Assessment Guidelines.

5. This means staff will always take into account the student’s holistic performance in the course and assessments up to that date in time. If there is sufficient evidence that a student would otherwise have passed the assessment/s, the delegated BOE group can determine to award a conceded pass to the student for the missed assessment/s. If there is doubt about the likelihood of a pass mark having been achieved on the assessment/s, the student should be provided an opportunity to complete the missed assessment/s at end of semester.

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University of Auckland guidance
Guidance from University of Auckland Vice-Chancellor at 26.02.22, 9.30am

With the move to Phase 3 of the Omicron response on Thursday night, the definition of 'contact' and the requirements for self-isolation have changed significantly. The details are available on the official Government website. In summary there are now only two categories of people who are required to self-isolate: those who have tested positive with Covid-19; and those who are living with someone who has tested positive (the new category of 'household contact'). The category of 'close contact' continues, however close contacts are no longer required to self-isolate but should self-monitor for symptoms and get a test if they appear.

Contact tracing

This last change in particular means that formal contact tracing is no longer required of the University. We can now redeploy those resources to provide more help and support to our students and staff.

It is still important however for the University to monitor the spread of the virus in our community, and to be able to identify areas where additional support might be needed. So we are continuing to ask our students and staff to please let us know if you test positive or are required to self-isolate as a 'household contact'. This will help us ensure you receive the support you need. We have set up a simple notification form for this purpose.

In summary, the steps are as follows:

If you have tested positive: isolate for ten days; tell your research supervisor, or if this will affect any of your coursework, your course director; submit your details in the notification form.

If you are a 'household contact': isolate for ten days; get tested on day 3 and day 10; tell your research supervisor, or if this will affect any of your coursework, your course director; submit your details in the notification form.

If you are a 'close contact': no need to isolate; monitor for symptoms and get tested if they appear; no need to complete the notification form.

Apart from these changes, the University's current operational settings under Red continue to apply in Phase 3. A reminder too that Campus Care is there to provide confidential, professional services to support and guide you.