



RETURNING STUDENT MANAGEMENT

STANDARD OPERATING PROCEDURE

INBOUND STUDENTS

POST- MOVEMENT CONTROL ORDER (MCO)

1.0. INTRODUCTION

This Standard Operating Procedure (SOP) is prepared to ensure that the compliance measures of the Post-Movement Control Order (MCO) are implemented. This is to avoid our staff and students from being at risk of a COVID-19 outbreak. These measures are taken to facilitate the movement of the students, staff and public in AIMST campus once the MCO is lifted.

2.0 OBJECTIVES

The Standard Operating Procedure (SOP) is meant to ensure compliance with the Post Movement Control Order (MCO) in campus in line with the directives from Higher Education Ministry.

3.0 TIMELINE

Students: As per KPT's directives, post graduate students, final students that has practical requirements, final year students who do not have a conducive environment to study and all new students that are and will be registered in the year 2020 are allowed to come to campus. The students can come to campus post 1 July 2020.

Classes for the students from other years students will commence via online mode.

4.0 STANDARD OPERATING PROCEDURE (SOP)

General

- a) All students must fill up the self-declaration form via online prior entering the campus. (<https://forms.gle/RVBtmku4EJFnFAd6>)
- b) All students who enters campus MUST undergo a temperature check at the security post. Any students who has a temperature of 37°C will not be allowed in campus and be asked to seek treatment.
- c) We would also like to advise students who are having shortness of breath, cough, sore throat and fever not to come to campus and immediately seek treatment.

- d) All students who exits and re-enters the campus is required fill up the Campus Entry Form via online. (<https://forms.gle/91SPDv7ja8v2CkG87>)
- e) All students are advised to wear a face mask when they are interacting with other students and staff.
- f) All students are advised to bring their own masks (preferably 1 box) and hand sanitizers to campus.
- g) All students are advised to frequently wash their hands with soap and water or sanitize their hands

4.2 Students

The details of the returning students are based on **Attachment A**.

The first date of return would be as per KPT's directive. This is to ensure that there will not be any rush for the students to return.

The proposed plan is to have approximately 150 students coming back daily. This will allow the University doctors/ Student Affairs team to ensure that students are well managed.

Only ONE family member is allowed to enter the hostel to help students carry their belonging when they are checking into the hostels. Other family members will be requested to be at the Cafeteria and Orientation Hall.

a) International Students

Any International students returning/joining AIMST will be subjected to the quarantine regulations set by Health Ministry. (**Attachment B**).

b) Health Screening

All returning students will be subjected to a health screening by our doctors at AIMST at our AIMST clinic, prior to being admitted in their hostels. Please refer to **Attachment C**.

c) Final Year MBBS Students

A team of doctors will be assigned to manage our students who will be returning to Alor Star, General Hospital (pending for KPT's directive).

d) Compulsory Observation (Quarantine)

For students who are identified to have close contact with a positive case must undergo compulsory observation for 14 days at AIMST hostel. These compulsory observations will be determined during the screening process at AIMST by our doctors. The designated blocks for quarantine are Bunga Raya block for male students and Jerai block for female students. Here, AIMST clinic nurses with proper Personal Protective Equipment (PPE) will monitor the temperature of the students on a daily basis for 14 days. Their meals will be packed and sent to their rooms by the wardens on a daily basis.