



Sunday, March 15, 2020 | 9:00PM

Dear ISO N Community,

Following the most recent announcements concerning COVID-19 from the University, we would like to offer specifics related to the Ingram School of Nursing.

Facilities

We are confirming that the offices of the Ingram School of Nursing will be closed for the next two weeks. It is unclear if the 680 Sherbrooke building will remain accessible, including whether Security Services will be available. All ISO N in-person events, on or off campus, are cancelled. Faculty and staff are to limit or eliminate their presence on campus and prioritize only essential functions.

ISO N Students

All in-person courses including classes, teaching labs, exams and other assessments are cancelled for two weeks. This includes all clinical placements (in Quebec, Canada and abroad). This situation is extremely fluid and a meeting has been called by the Ministry of Health tomorrow, specifically to discuss nursing student clinical placements. Faculty members will be modifying their courses during this time to deliver content using modalities other than face-to-face teaching, such as online delivery of course content and assessment. Note that as of this afternoon, courses currently able to be delivered online are exempted from the cancellation of classes for University professional programs, including nursing. The NSAO and all other ISO N administrative teams will be available, by email, as of Tuesday, March 17.

ISO N Faculty

Faculty are expected to work from home. Faculty should continue to work with the School's Technology Committee, the relevant Program Director and Associate Director on developing course content and student assessment modalities that are not in-person, this includes online modalities, as appropriate. The administrative staff will remain available to assist faculty, to the best of their capacity, while working from home. Please note that moving forward, all updates to students and clinical partners are to be sent exclusively from the Director's Assistant to avoid confusion.

ISO N Administrative Staff (permanent, part-time, casual and work-study)

All administrative staff are expected to work from home remotely, during their regular working hours, to the best of their capacity, starting Tuesday, March 17. We understand that this can present challenges, depending on individual roles and responsibilities. Over the next two weeks, your supervisor may request that you support your ISO N administrative colleagues. In such instances, your respective job descriptions and role categories will be considered and respected. Please contact your supervisor if you have any questions or require clarification.

Clinical Partners and Community Based Organizations (CBOs)

We will continue to keep you abreast of any changes regarding the status of our clinical courses.

Should you have any queries, all questions can be directed to: directoradmin.nursing@mcgill.ca

Thank you for your efforts to reduce the risks of COVID-19 in our community,

Dr. Anita Gagnon
On behalf of the ISO N Pandemic Response Team