Dear Members of the Baylor College of Medicine Community,

On Wednesday, the World Health Organization classified COVID-19 as a pandemic, Houston Mayor Sylvester Turner declared a local health emergency and the Houston Livestock Show & Rodeo cancelled the remainder of its scheduled dates. In support of regional and national efforts to contain the coronavirus, Baylor College of Medicine is enacting several policies that will be effective on Monday, March 16, at 7 a.m.

**Travel**

**BCM Travel**
- Domestic and international travel related to your role at Baylor College of Medicine is prohibited. (Those who are mid-trip may complete their travel).

**Personal Travel**
- Carefully consider the necessity of your personal travel; check CDC website for areas that are being monitored.
- Prior guidance remains in effect for countries listed by the CDC as Level 2 (Japan) or Level 3 (China, South Korea, Iran and Italy). Those returning from a Level 2 or Level 3 country must be home quarantined after contacting Occupational Health Program (OHP) for monitoring requirements.

**Visitors**

**Out-of-Town Visitors**
- Speakers, visiting professors, prospective students and trainees, student electives, resident and fellow electives, job candidates, etc. are prohibited from visiting all BCM buildings.
- College sponsorship of events and outside speakers is prohibited.
- This does NOT apply to patients who are traveling to Houston for medical care, regulatory agencies, or law enforcement.

**Local Visitors**
• The only visitors allowed are those with an essential business reason to be in our buildings. Examples: vendors, Texas Medical Center colleagues, etc.
• Food/parcel delivery agents should be met at security.
• Children under 16 years old may not visit the campus at any time.

Baylor Community
• You must wear your photo ID at all times.
• No “piggy-backing” at locked entrances. Each person must wear an ID.

Gatherings
• Lectures, grand rounds, meetings, symposiums, or other gatherings of more than 25 people at any Baylor event are prohibited.
• Direct clinical activities are not subject to this policy, including patient care huddles and tumor boards.
• Teleconferencing, distance learning and other electronic solutions as appropriate should be used.
• Morrison’s Cafeteria will remain open, but we recommend that you “grab and go.”
• Transition plans for all schools and degree granting programs are under development and additional guidelines to students and faculty will be forthcoming.

We recognize these are disruptive and difficult changes. Our new policies are in line with other TMC institutions and a growing number of academic institutions across the country. We have a special responsibility to care for our own Baylor community while continuing to deliver on our important core missions — research, education and clinical care. Thank you for all you are doing to support that effort.

If you have non-emergency questions, please direct them to coronavirusinfo@bcm.edu.

James T. McDeavitt, M.D.
Incident Command Center