



GUIDELINES FOR HOSTELITES UPON JOINING OF HOSTELS

Students are required to carry out the following procedures during joining back IMI Kolkata

All students mandatorily need to carry their Covid-19 negative test reports by RTPCR method from a recognized pathological test centre, which should not be older than 48 hours before physically joining the Institute. Students will stay in a 12-days mandatory quarantine in IMI Kolkata Campus.

If any residential student develops symptoms of COVID-19, the RTPCR test will be carried out as soon as possible by the Institute.

In case the RTPCR report shows COVID-19 positive, the following guidelines are to be followed:

Student who is a resident of Kolkata or nearby areas: If he/she is found to be COVID-19 positive, in that case it is the responsibility of his/her Parents/Guardians to take their ward back home at their means and cost to offer adequate treatment and isolation till he/she fully recovers.

If any outstation hosteller is found to be COVID-19 positive, he or she will be shifted to the Institutional Safe Home on the following terms and conditions. Parents/Guardian are also free to make their own arrangements, keeping IMI Kolkata informed.

A. In case of admission to a Safe Home

1. In case the doctor suggests self-quarantine, the matter will be brought to the notice of the student's family and the student will be shifted to an Institutional Safe Home.
2. A letter of consent in this regard has to be provided by the parent/legal guardian before the student is shifted to the Safe Home.
3. The student will be kept in the Safe Home until he/she fully recovers.
4. The Institutional Safe Home will have all adequate arrangements like availability of doctor, checking of oxygen level, blood pressure, temperature, etc.
5. Healthy Meals will be provided by the Institutional Safe Home four times a day to the students.
6. The expenditure pertaining to the treatment and food & stay at this Institutional Safe Home is to be borne by the parent/guardian. The parent/guardian will be responsible for the billing and settlement, prior to the discharge from the Safe Home.



The approximate charges for Safe Home arranged by IMI Kolkata are as follows:

- Isolation care for COVID positive patient @ Rs. 2500/- + GST as applicable, per night which includes bed charges, doctor charges, nursing charges, oxygen charges, and meals.
- Medicine and Pathological charges would be as per the current prevalent rates of the safe home.
- Medicine for indoor patients will be provided against separate billing.
- Investigation for the indoor patient will be done from external laboratory & imaging services against separate billing.

B. In case of Hospitalization

1. In case the doctor suggests hospitalisation, the matter will be brought to the notice of the student's family.
2. A letter of consent in this regard has to be provided by the parents/legal guardian of the student before the student is shifted to the Hospital.
3. One of the representatives of IMI Kolkata will take the student to the Hospital and complete all the initial formalities at the time of admission.
4. IMI Kolkata representative will share the TPA contact details with the concerned parent/guardian. The parent/guardian will bear all the expenses beyond the approved medical insurance amount that will be provided by the Insurance Company and will be responsible for the billing, settlement and discharge procedures.



Standard Operating Procedure

For

Residents of IMI-K
Batch 2020-22



Students eligible for campus

1. Only those students who meet all the given criteria will be allowed to come to the campus.
2. Those who don't have COVID-19-like symptoms.
3. Only those students will be allowed who are fully vaccinated.

Rules for coming to the campus

1. All students will be quarantined for a period of up to 12 days from the date of arrival on campus.
2. All students have to carry a negative RT-PCR test report with them with the sample taken within 24 hours before coming to campus.
3. All students will undertake a mandatory RT-PCR test on the 10th day of the quarantine period and periodically. The amount for the RT PCR tests will be adjusted from the security deposit.

Key Points

1. Before putting on the mask wash hands with soap and water; make sure it covers your nose and mouth with no gap, avoid touching the mask in use.
2. Avoid touching your face "Eyes, Nose, Mouth are the entry ports for the virus"
3. Sanitize your hands after you move in/out.
4. You will not be allowed to re-visit the campus once you leave the hostel for any emergency purpose.

Campus Quarantine Protocol

1. You need to carry your own Personal Hygienic essentials and sufficient number of clothes for 12 days minimum.
2. Ensure that you carry all general medicines in sufficient quantity while coming to the campus.
3. Students should bring bed sheets/pillow cover/towels etc. with them.
4. After the quarantine period, **NO FREE MOVEMENT** out of the campus will be allowed.

Arrangements during quarantine period

1. All the residents will be provided packed food in the room itself.
2. Packaged drinking water will also be provided.
3. **No food delivery** will be allowed from outside vendors/receipt of parcel during the quarantine period.

Healthcare / Emergency Protocol

1. Masks are to be mandatorily worn appropriately once students' step outside hostel rooms. Refusal to wear will invite a strict penalty including asking the student to go back home.
2. There will be provisions for Isolation rooms in case students tests positive/symptomatic
3. When a student tests covid positive, the student will strictly have to follow the Institute's protocol including hospital admission.

Note: The Institute reserves the right to delete/modify any of the rules as and when deemed necessary. The Institute also reserves the right to add new rules or overrule an existing one if necessary. If any violation of the above rules is reported or discovered, appropriate disciplinary action will be taken.