



Official Statement from IMBC Regarding COVID-19

Friday, March 13, 2020, 7:00 p.m. ET

The Institute of Medical and Business Careers (IMBC) is committed to acting in our students' best interests in all matters of health, safety, and education. Our current process and procedures are outlined below but will likely evolve over the next several weeks. For questions regarding this matter, please contact Dr. Melissa Kaulbach, IMBC's Chief Academic Officer. You may call the school's main line at 855.773.0758 or email melissa.kaulbach@imbc.edu.

- Any IMBC student or employee regularly scheduled to be present at one of our campuses who exhibits flu-like symptoms should "call off" and remain home until 24 hours of being "symptom-free". Be observant of any fever over 100 degrees. Please contact your medical provider if you are not well.
- Faculty and staff are instructed to remain vigilant and report any students that appear to exhibit symptoms to the Chief Academic Officer.
- Should any member of our campus-based team test positive for COVID-19 we will coordinate communication and next steps to our community through official channels.
- Staff and instructors who require additional time off should proactively speak with the school President.
- Flexibility with regards to attendance will be available to all students on a case-by-case basis, including students participating in online programs. IMBC Students should communicate with their faculty and the Chief Academic Officer to make sure that their absence will not affect grades or official attendance records. Communication via phone, email, and/or text message are all acceptable means.
- IMBC has intensified our internal facility cleaning schedules and we have stocked sanitizing supplies for student, faculty, and staff use. IMBC always strives to maintain a clean and sanitized facility, and this environment is no exception. We continue to work with our suppliers and cleaning vendors to ensure our facilities remain prepared as the situation evolves.
- IMBC continues to urge extra emphasis on cleanliness and hygiene, stressing the CDC's recommendations that include frequent handwashing, limits on physical contact, and to practice social distancing, where necessary.
- IMBC is in a unique position to continue operations due to the structure of our programs which include small class sizes and no residence halls or lunchrooms. **Therefore, at this point in time, we will remain open under our normal schedule.** This is subject to change based on new and developing information and/or administrative decisions.
- Students are encouraged to check their email, text, and phone messages and our school's website (including social media channels) for updates and announcements.
- Members of our community of learning should focus on obtaining information regarding COVID-19 developments only from trusted resources including the CDC, at the following link:
<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Thank you,

Michael Euliano
President, Institute of Medical and Business Careers