CCN Policy Updates

1. Scheduling
   a. Scan gap no longer required, scans should be scheduled back to back
      i. No more cushion to start early or end late, groups must finish scans within
         the scheduled time
      ii. This includes putting the participant in, running the session, taking the
           participant out and cleaning up
   b. Groups who run over consistently will be required to book more time
   c. Please make sure bookings stay as tight as possible
      i. If groups are continuously booking scans with small gaps, the schedule
         will be adjusted by CCN personnel

2. Cleaning protocol
   a. Handwashing still required for everyone entering CCN
   b. Air quality/ventilation in CCN is good, especially in the scanner room
   c. CCN will no longer require the long disinfectant checklist found in the Post-Scan
      Assessment Survey
      i. Users will do a quick wipe down, supplemented by cleaning done by MR
         Techs and CCN staff
   d. Pre- and Post- Scan Assessment forms still active and required

3. Screening
   a. UCLA daily symptom survey still required for staff/students
   b. Pre-screen questionnaire still required for participants
   c. Temp and SpO2 still required

4. Waiting Areas
   a. CCN encourages groups to continue to use waiting areas outside of CCN
      whenever possible
      i. Semel courtyard, B-floor lobby etc.
   b. If a participant is accompanied by a parent/guardian/support person, that person
      may wait in the lobby for the duration of the session
      i. If someone is waiting in the lobby for a participant to finish, groups next
         on the schedule will be asked to use in the space by the mock scanner to
         wait for the group to leave the control room

5. COVID Testing
   a. UCLA offers testing for staff/students
      i. Frequent testing is recommended for those interacting with
         participants/other groups regularly
   b. Testing for participants isn’t required but highly recommended