COVID-19 Child (Workspace) Plan Change Log

<u>Change log:</u>

Date	Version	Writer	Change Description	Approved By

2020.12.10		David, Roberts
		ICICS Technical Manager & LST Coordinator
			3.4 Spatial Analysis: Occupancy limits, floor space, and traffic flows: As recommended by the Dean's Office in the Faculty of Applied Science, ICICS will use a QR code for check-in/out of the building in order
			• QR code for sign-in and sign-out:
			  o Sign in captures name, date and time, department. When they answer "arriving", the self-assessment for COVID-19 symptoms is imbedded in this survey.
			  o When they answer "departing", name, date as well as a list of primary rooms they have been in will be included. No self-assessment required at exit. **There may be reason for exemptions to accommodate systems for shared buildings.*
			• ICICS will complete compliance checks (can be random) to ensure the 2/3 occupancy is not exceeded
			3.5. Worker Screening: ICICS will ensure that the check-in & check-out QR code (provided by the Dean's Office) is posted on the entrance doors of the ICICS building (where possible). The survey will have the questions from [Thrive BC Self-Assessment Tool.]
			3.6. Prohibited Worker Tracking: The QR code Qualtrics survey database will have the information if someone who tried to access a building has COVID-19 symptoms.
				Robert Rohling

COVID-19 Child (Workspace) Plan

This workspace safety plan will assist faculty and staff who wish to resume academic activities including the services that **directly** support teaching & learning, as well as revenue generating activities. This plan will include a review of activities to be undertaken in the workspace to ensure effective controls are in place to prevent the spread of COVID-19. The applicants are responsible for ensuring this document reflects current government guidance and notices which can be found, along with information about UBC's response to the pandemic at https://covid19.ubc.ca/.

This plan must be reviewed by your Local Safety Team, and signed by your Unit Head/Director.

COVID-19 Child Safety Plan Document Revision

Date	Version	Writer	Change Description	Approved By
2020.10.20	1.0	Dr. Miriam Spering	First approval	ICICS Research Center Director Faculty of Science Faculty of Applied Science Head of Ophthalmology and Visual Science

Name of applicant	Miriam Spering
Department/School/Unit	Ophthalmology & Visual Sciences
Faculty	Faculty of Medicine
Building(s)	ICICS
Lab(s)/workspace(s) location	X715
Proposed Re-opening Date	1 November 2020

Contents

Resources to Consult – Regulatory Context

The following guidance documents and resources were used in the development of this plan:

1. Federal Guidance
• Government of Canada: "Hard-surface disinfectants and hand sanitizers (COVID-19): List of disinfectants with evidence for use against COVID-19"
2. Provincial and Sector-Specific Guidance
• BC's Restart Plan: "Next Steps to move BC through the pandemic" • BC Self-Assessment Tool
3. WorkSafeBC Guidance
• COVID-19 and returning to safe operation - Phases 2 & 3 • WorkSafeBC COVID-19 Safety Plan • WorkSafeBC: Designing Effective Barriers • WorkSafeBC: Entry Check for Workers • WorkSafeBC: Entry Check for Visitors • WorkSafeBC Protocol: Offices • WorkSafeBC Protocols: Post-Secondary Education
4. UBC Guidance
• COVID-19 Campus Rules • Guidelines for Preparing for Reoccupancy • Guidelines for Safe Washroom Reoccupancy • Space Analysis and Reoccupancy Planning Tool • UBC Employee COVID-19 PPE Guidance • Ordering Critical Personal Protective Equipment • UBC Employee COVID-19 Use of Shared UBC Vehicles Guidance • UBC Facilities COVID-19 website - Service Level Information • UBC Employees COVID-19 Essential In-person Meetings/Trainings Guidance • Workplace Physical distancing Planning Tool and Signage Kit • Preventing COVID-19 Infection in the Workplace training course • UBC Cleaning Standards & Recommendations for Supplementary Cleaning • UBC Classroom Safety Planning • UBC Signage • COVID-19 Safety Plan Addendum: Required Non-Medical Masks

5. Professional/Industry Associations
[Behavioral Research Ethics Board (BREB)]

Section #1: Workspace information

1.1. Introduction to Your Operation: Scope and rationale for opening

- *What is your rationale for opening?*

We request access to partially reopen our lab space to conduct in-person research with human participants. The research conducted is urgent because it is part of two graduate students' PhD theses. All our research relies on collecting data in human volunteers. Without these data, my students will not be able to graduate within the expected timeframe. Because the experiments conducted require access to special equipment (high-resolution eye and hand movement trackers), the research cannot be conducted remotely. Research will be conducted on-going at a slower pace than normal (we usually run an average of 10 participants per week, and will reduce both the number and rate to an average of 2 participants per week), with no more than two appointments on any given day. Over the course of the next 3-6 months, up to 20 participants will be recruited for these studies. Participants will be recruited from within UBC, by direct posting to undergraduate and graduate student email lists and recruitment flyers. Participants will be lab members (testing each other) and fellow undergraduate and graduate students from other labs within ICICS, or within the Graduate Program in Neuroscience. We can guarantee that we will not test participants from outside UBC.

- *Who has vetted and approved your draft plan within your Department/School/Unit?*

Supplementary Research Forms have been signed by Dr. David Maberley, Head, Department of Ophthalmology & Visual Sciences. All protocols and COVID-19 amendments have been approved by the Behavioral Research Ethics Board (BREB). Latest approvals emails attached in Appendix A.

- *How would the service levels differ from normal operations?*

Access to the lab (X715 in ICICS) will be restricted to 2 people at the same time (either two members of my research team or one participant and one researcher) and will be solely for the purpose of setting up experiments and collecting behavioural research data. This differs from normal levels of operations, where we usually have 3-5 graduate students or postdocs and at least 1 research subject in the lab at any given time.

- *Describe the phasing (if you would have different levels of ramp-up)*

We urgently need to finish data collection in two participants (not included in the total number of n=20 noted above) before the end of October (deadline to submit a paper for publication). These two subjects will each come to the lab once, for a maximum duration of 90 minutes. Between October 19 and the spring of 2021, we will conduct two experiments that are critically important for two PhD theses. These experiments will involve up to n=20 new participants (all from within UBC, most of them from within the lab or partnering labs in ICICS or the Graduate Program in Neuroscience). Each participant will come to the lab only once, for a 60-90 minute session (depending on how fast the participant runs through the tests). This means that we will have participants in the lab for a total duration of 30 hours over the next 6 months. We anticipate that we will be testing 1-2 participants per week, and these can be scheduled either on the same day, or on separate days. We cannot yet provide a detailed schedule, because it will depend on the availability of the participant. Again, it would be problematic to prescribe a fixed schedule, because that would a priori exclude some participants. All testing sessions will occur during regular opening hours, and we will update a google calendar, shared with Gable Yeung, a week prior to the testing session.

Section #2 - Risk Assessment

The below information is intended to serve as a guide for risk assessment and the planning of mitigation strategies. Activities are considered **high risk for COVID-19** if they meet **any three** risk considerations below. Your plan will be reviewed by your LST; they will consider both high and low risk activities as this will determine additional approval requirements (APSC Dean's Office, Central UBC, etc.). Please note, all required risk mitigations must be implemented in order for the activity to be considered to have low residual risk.

Risk Consideration	Context	Important Risk Mitigation
Risk #1 – public facing units (interactions with 10+ people who are not your regular colleagues)	The risk of COVID-19 introduction and spread is presumed to be greater as the number of contacts increases	– Enable two metre physical distancing; pinch-points must be addressed and carefully managed. – Use of plexiglass barriers wherever possible – Reduction of high touch points or increased cleaning – Use of cohort groups, where appropriate – Enable and encourage increased hand hygiene – Strict non-admittance to anyone with symptoms

Risk #2 – Prolonged close interaction with others (not in the usual cohort of colleagues); if contact lasts for more than 15 minutes	Person-to-person spread is more likely with prolonged contact	– Enable two metre physical distancing – Reduction of high touch points or increased cleaning – Enable and encourage increased hand hygiene – Strict non-admittance to anyone with symptoms
Risk #3 – The workplace or activity is indoors and windows cannot be opened (e.g., some classroom and meeting spaces)	A confined indoor space is presumed to have greater risk	– Enable two metre physical distancing – Reduction of high touch points or increased cleaning – Enable and encourage increased hand hygiene – Strict non-admittance to anyone with symptoms
Risk #4 – Employees/students/visitors have frequent contact with high-touch surfaces	A higher frequency of contact with high-touch surfaces (e.g., service counters, card payment machines) is presumed to have greater risk	– Enable two metre physical distancing – Use of plexiglass barriers wherever possible – Reduction of high touch points or increased cleaning – Enable and encourage increased hand hygiene – Strict non-admittance to anyone with symptoms
Risk #5 – The activity involves people who are at higher risk of severe illness (i.e., older adults or those with chronic health conditions)	COVID-19 can cause more severe illness among people who are 65 and over, and those who have compromised immune systems or other underlying medical conditions	– Work with HR for individual accommodations – Encourage work from home arrangements – Enable two metre physical distancing – Reduction of high touch points or increased cleaning – Enable and encourage increased hand hygiene

		– Strict non-admittance to anyone with symptoms
Risk #6 – The activity involves people who are not able to follow hygiene practices such as washing hands frequently, and identifying when they are feeling ill and staying home (e.g., Childcare Facilities, summer day camps)	COVID-19 spread can occur when personal preventive practices are not consistently followed. For example, young children are less likely to be able to carry out these practices	– Reduction of high touch points or increased cleaning – Strict non-admittance to anyone with symptoms – Limiting of non-essential contacts in space – Strict non-admittance to anyone with symptoms

2.1. Risk # Associated to your Activity

List below the Risk # associated to your activity and give a brief description as to why. If 3 or more risks are listed below, your activity is considered as high risk.

We expect risk level #2 and #4 to be associated with our activities. Risk #2 is identified due to the nature of in-person research lasting more than 15 mins. Risk #4 is identified because the experimenter and the participant will have frequent contact with high-touch surfaces (e.g., equipment, keyboard).

To mitigate the two risks, we will follow these mitigation steps:

- **Enable two metre physical distancing**: 2 m physical distancing will be maintained during the experiment. For brief periods (1-2 mins per visit), the researcher will need to adjust the set-up resulting in less than 2m of physical distancing. In this situation, the researcher will wear non-medical masks and some PPE (gloves, eye protection) and will refrain from talking when approaching the participant. The participant will wear a non-medical mask during this close and brief proximity period as well as in public areas of the building and in the lab as per UBC guidelines and section 7 of this document.
- **Reduction of high touch points or increased cleaning**: Testing equipment (eye-tracker, hand-tracker, computer keyboard, mouse, headrest, chinrest) and common surface (table, doorknob, stationary) will be regularly disinfected before and after each experiment appointment. If the experiment includes hand tracking, participants will be asked to wear a

disposable glove, onto which the tracker sensor will be attached. All keyboards, mouse, and any other surface that the participant will touch to provide responses during the experiment will be wrapped in plastic to be disposed of after each participant. A gap of 30 minutes between participant appointments will be enforced so that all surfaces and equipment can be sanitized in between appointments.

- **Enable and encourage increased hand hygiene**: The experimenter and participant will each wash their hands with soap and warm water upon arrival at the center, and after each experiment appointment finishes. Experimenters will change gloves and wash hands between each participant.
- **Strict non-admittance to anyone with symptoms**: Researchers will self-screen daily using the BC COVID-19 Self-Assessment Tool (https://bc.thrive.health/covid19/en). Participants will be screened via phone 72-24 hrs prior to the research visit. Upon arrival at ICICS, participants will be greeted at the entrance of ICICS by the researcher and the researcher will screen the participant again. Anyone answering "yes" to any of the questions will be excluded from participation and the visit will not proceed.

Additionally, my lab has already obtained PPE in sufficient quantities to conduct research safely.

The other risks # are not identified as elaborated below:
Risk #1 is not identified as each experimenter will not interact with 10+ people who are not their regular colleagues. Participants recruited will be other students in the lab, as well as other UBC students that the researchers typically interact with.
Risk #3 is not identified as windows in room X715 will be open at all times.
Risk #5 is not identified as we will recruit healthy younger adults (19-45 years of age) only.

2.2. Hazard Identification

Describe the type of contact (close/distant) and duration of the contact (brief/prolonged) under COVID operations - where do people congregate; what job tasks require close proximity; what surfaces are touched often; what tools, machinery, and equipment do people come into contact with during work

For brief periods (1-2 mins per visit), the researcher will need to adjust the set-up resulting in less than 2m of physical distancing. In this situation, the researcher will wear non-medical masks and some PPE (gloves, eye protection) and will refrain from talking when approaching the participant. The participant will wear a non-medical mask during this close and brief proximity period as well as in public areas of the building and in the lab as per UBC guidelines and section 7 of this document.

Testing equipment (eye-tracker, hand-tracker, computer keyboard, mouse, headrest, chinrest) and common surface (table, doorknob, stationary) will be regularly disinfected before and after each experiment appointment. If the experiment includes hand tracking, participants will be asked to wear a disposable glove, onto which the tracker sensor will be attached. All keyboards, mouse, and any other surface that the participant will touch to provide responses during the experiment will be wrapped in plastic to be disposed of after each participant. A gap of 30 minutes between participant appointments will be enforced so that all surfaces and equipment can be sanitized in between appointments.

2.3. Pre-COVID vs. Post-COVID Occupancy

Provide actual numbers and percentage of its normal capacity.

Room X715 can host up to 10 people during normal operation. Due to COVID-19, a maximum occupancy of 2 people has been established; thus, the room will be at 20% of its normal capacity.

2.4. Confirm that you have discussed each employee's comfort level

with returning to work and have addressed any concerns, or will require further assistance in doing so. *Any worker (staff, students, faculty, post docs, research associates, technicians and other research personnel) who has concerns about returning to work on campus can request an exemption to his/her supervisor.*

Research team members' comfort to return to the lab for data collection has been discussed during lab meetings. Updates and concerns will be discussed regularly during weekly lab meetings. Return to the lab is completely voluntary. Any research team member who has concerns to return to the lab, or who cannot safely commute to work, is exempt from returning to work.

2.5. Employee Input/Involvement

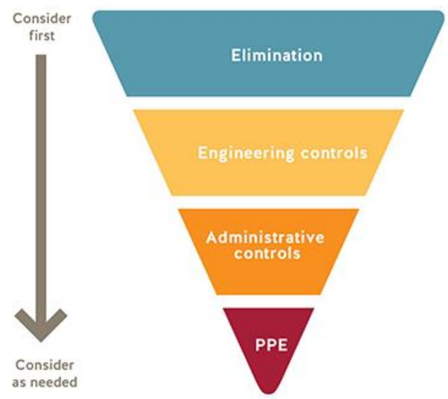
Detail how you have met the MANDATORY requirement to involve frontline workers, Joint Occupational Health and Safety Committees (JOHSC), and/or Local Safety Teams (LST) in identifying risks and protocols as part of this plan

This child plan was presented to all research team members, including front line staff, at a lab meeting on 17 September 2020 for questions and feedback. It was also reviewed during a meeting held on October 14th, 2020 between Dr. Miriam Spering (PI), Dr. Doris Chow (Post-doctoral research fellow), Glenn Sammis (Health and Safety Advisor, Faculty of Science), David Roberts (LST member,

ICICS), Fatima Damji (ICICS Building Manager), Pierre Tanguay (Health and Safety Advisor, Faculty of Medicine) and Marie Clopin (Return To Campus Coordinator, APSC). The applicable JOHSC(s) will review the plan either prior to submission or within 30 days of submission, and the plan will be revised as necessary.
2.6. Worker Health Detail how all Supervisors have been notified on appropriate Workplace Health measures and support available and how they will communicate these to employees. *https://wellbeing.ubc.ca/wellbeing-campaigns-and-initiatives/thrive*
During weekly lab meetings and one-on-one virtual meetings between the supervisor and each individual research team member, all research team members will be reminded of Workplace Health measures and support available to them. All supervisors have been informed on appropriate Workplace Health measures and supports for staff mental and physical health, to be made available as they return to campus. Check in's and supports will also be made available via the following channels: ● Weekly team meetings (virtual) ● Team email broadcasts ● One-on-one virtual meetings with direct supervisors ● JOHSC meetings & communications Supervisors are encouraged to disseminate information from UBC Wellbeing.
2.7. Plan Publication Describe how you will publish your plan ONLINE and post in HARD COPY at your workplace for employees and for others that may need to attend site
Final plans will be emailed to all research team members and posted to workspace Health and Safety boards in hardcopy.

Section #3 – Hazard Elimination or Physical Distancing

Coronavirus is transmitted through contaminated droplets that are spread by coughing or sneezing, or by contact with contaminated hands, surfaces or objects. UBC's goal is to minimize COVID-19 transmission by following the safety hierarchy of controls in eliminating this risk, as below.



The following general practices shall be applied for all UBC buildings and workspaces:

- Where possible, workers are instructed to work from home.
- Anybody who has travelled internationally, been in contact with a clinically confirmed case of COVID-19 or is experiencing "flu like" symptoms must stay at home.
- All staff are aware that they must maintain a physical distance of at least 2 meters from each other at all times
- Do not touch your eyes/nose/mouth with unwashed hands
- When you sneeze or cough, cover your mouth and nose with a disposable tissue or the crease of your elbow, and then wash your hands
- All staff are aware of proper handwashing and sanitizing procedures for their workspace
- Supervisors and managers must ensure large events/gatherings (> 50 people in a single space) are avoided
- Management must ensure that all workers have access to dedicated onsite supervision at all times.

3.1. Work from Home/Remote Work

Detail how/which workers can/will continue to work from home (WFH); this is required where it is feasible

Only research team members who critically rely on collecting behavioural data will be returning to in-person research activities on campus. All other work (data analysis, writing) will be done remotely from home (WFH). Data collection requires special equipment and cannot be done remotely.

Based on these criteria, two graduate students (Philipp Kreyenmeier and Xiuyun Wu) will need access to the lab. We would like to request access of two days per week, four hours each, for each student. They will work in shifts. The exact schedule will vary based on participants' availability as access is required only for participant testing, but not for office use.

3.2. Work and room schedule

If you need to use a SHARED space, give the name of the person responsible of room booking in each building you plan on entering.

A google calendar will be used by research team members to book usage of room X715. Testing sessions will be booked one week in advance. PhD student Philipp Kreyenmeier will maintain the calendar and ensure there is no overlap at any time. A link of the calendar will be shared with Gable Yeung (access@icics.ubc.ca) for monitoring and safety purposes. A schedule of test participants is not available at the moment as scheduling depends on participants' availability. We will indicate on the google calendar the possible time windows of testing.
Names and contact information as per table above will be communicated to David Roberts and Gable Yeung.

3.3. Working alone procedure

Discuss your working alone procedures and how they will be adapted for this Child plan

Research team members will only work during the regular ICICS building hours (Monday-Friday, 7am to 7pm). The workspace will not be used outside regular building hours or on weekends.

3.4. Spatial Analysis: Occupancy limits, floor space, and traffic flows

APSC recognizes that some workspaces are dynamic environments and it may be challenging to adhere to physical distancing guidelines. Nonetheless, controls must be in place to keep personnel spaced at least 2m apart at all times. Clear communication of this to employees, monitoring of implementation, in addition to physical controls (signage) are needed.

As such: Using floor plans and/or photographs of your lab/workspace:

1) Identify and list the rooms and **maximum occupancy** for each workspace/area explaining **your methodology** for determining occupancy;

2) Illustrate a 2 metres radius circle around stationary workspaces/benches/instruments and common areas or equivalent approach to social distancing; and

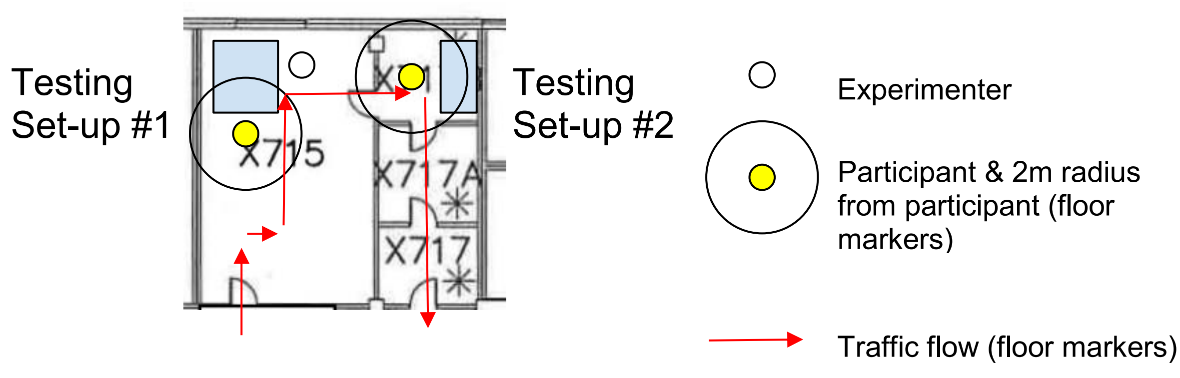
3) Illustrate one-way directional traffic flows

1) To prepare experiments, occupancy of X715 will be limited to 2 individuals (one on either side of the room) to allow for 2 m physical distancing. For data collection, only one participant and one research team member will be in the room. Research team members must observe participants at all times and adjust the setup as necessary. Occupancy limits will be posted on the door of X715.

2) 2 m radius circles will be marked on the floor for work spaces and experimental setups (for participant position and researcher position during the experiment).

3) Markers on the floor will illustrate one-way directional traffic flow (entrance through X715, exit through X717.

A floor plan of the lab space (x715, 717) is included here:



Furthermore, following the guidelines of ICICS Intermediate Plan, the route of participants to reach the lab will be as follows:

- The researcher will greet the participants outside the ICICS designated entrance. Screening of COVID-19 symptoms will be conducted using the BC COVID-19 Self-Assessment Tool (https://bc.thrive.health/covid19/en). The visit will not proceed if the participant answered 'yes' to any of the questions, or if the participant does not wish to follow the safety protocols (e.g., wearing a non-medical mask).
- The researcher will bring the participant to the 7th floor via one-way stairwell (X-Wing Center Stairwell Up Only).
- Upon reaching the 7th floor, in the hallway, we will follow the floor signs to proceed to the lab entrance (x715) (page 21 of the ICICS Intermediate Plan).
- Upon completion of the experiment, the participant will exit from x717, leave the 7th floor via one-way stairwell (X-Wing North Stairwell Down Only) and exit on the ground floor at designated exit.
- A physical distance of 2 m between the researcher and the participant will be maintained at all times from ICICS entrance to the lab, and vice versa. For example, the researcher and the participant will walk in a single lane.

3.5. Worker Screening

Describe how you will screen workers: 1) exhibiting symptoms of the common cold, influenza or gastrointestinal; 2) to ensure self-isolation if returning to Canada from international travel; and 3) to ensure self-isolation if clinical or confirmed COVID-19 case in household or as medically advised

Before coming to campus, all researchers will self-assess for symptoms of COVID and follow general guidelines outlined by the Provincial Health Authorities regarding travel and contact. The worker screening guidelines outlined on page 4 of the ICICS Intermediate Plan will be followed as well. Specifically, researchers will self-screen daily using the BC COVID-19 Self-Assessment Tool (https://bc.thrive.health/covid19/en). Participants will be screened via phone 72-24 hrs prior to the research visit. Upon arrival at ICICS, participants will be greeted at the entrance of ICICS by the researcher and the researcher will screen the participant again. Anyone answering "yes" to any of the questions will be excluded from participation and the visit will not proceed.
As outlined in our amendments to ethics protocols, we will also collect contact information for participants in case we need to be able to contact them for tracing purposes.

3.6. Prohibited Worker/participants Tracking Describe how you will track and communicate with workers who meet categories above for worker screenings
As per UBC Covid Guideline, the researchers will inform their supervisor (Dr. Miriam Sperling) by email if they are not feeling well.

Section #4 – Engineering Controls

4.1. Cleaning and Hygiene Detail the cleaning and hygiene regimen required to be completed by the user for common areas/surfaces (Custodial has limitations on cleaning frequency, etc.). Outline specific cleaning processes and schedule for high-touch equipment, specialized/sensitive equipment or other unique circumstances to your lab/workspace. Detail how and what types of cleaning products and disposal options you will provide. If possible, include cleaning stations/infrastructure on your lab photos/plan.
Testing equipment (eye-tracker, hand-tracker, computer keyboard, mouse, headrest, chinrest) and common surface (table, doorknob, stationary) will be regularly disinfected before and after each experiment appointment. If the experiment includes hand tracking, participants will be asked to wear a disposable glove, onto which the tracker sensor will be attached. The researcher supervising data collection is responsible to clear equipment and common surfaces before and after each experimental session. Cleaning equipment has been purchased and will be stored in X715. The experimenter and participant will wash hands upon arrival at the lab, and after each experiment appointment finishes.

4.2. Equipment Removal/Sanitation Detail your appropriate removal of unnecessary tools/equipment/access to areas and/or adequate sanitation for items that must be shared that may elevate risk of transmission, both activity-related (i.e. instruments, tools) and general (i.e. coffee makers in break rooms)
N/A

4.3. Partitions or Plexiglass installation Describe any needs for safety infrastructure i.e. physical barriers, plexiglass installation required for your lab/workspace and if possible include them on your photos/room plan.
N/A

Section #5 – Administrative Controls

5.1. Training Strategy for Employees Detail how you will mandate, track and confirm that all employees **(including the ones who continue to work remotely)** successfully complete the **Preventing COVID-19 Infection in the Workplace** online training; further detail how you will confirm employee orientation to your specific safety plan
Postdoc Dr. Doris Chow is responsible for collecting certificates; these have already been sent to Gable Yeung. Any new certificates for additional lab members requesting access at a future date will also be sent to Gable Yeung. All current lab members have already completed the necessary training modules.

5.2. Communication Strategy for Employees

Describe how employees may raise concerns and how you will address these, and how you will document all of this information exchange

To communicate the risk of exposure to COVID-19 in the workplace to the employees, I will disseminate this Child plan via e-mail and will post it as hard copy in the lab in X715. When an employee is concerned about any of these policies, they have the option to raise concerns to 1) supervisor 2) LST/JOHSC 3) SRS via ready.ubc@ubc.ca 4) follow the standard WorkSafeBC reporting guidelines (see Right to Refuse Unsafe Work). All lab members have received health and safety training on these issues through our office location (Koerner, UBC Hospital). Procedures are identical across locations on campus.

Each researcher will need to send the commitment form (appendix B on this child plan to Gable Yeung.

5.3. Signage

Detail the type of signage you will utilize and how it will be placed (e.g. floor decals denoting one-way walkways and doors) 'cleanliness state' of equipment/instruments, hand-washing guidance. Please see signage templates on *Safety & Risk Services COVID-19 website* and *Worksafe's COVID-19 – Resources*

We will utilize the signage from the Safety & Risk Services COVID-19 website, and the WorkSafe's COVID-19 – Resources website, WorkSafe BC, and from Building Operations.

Required Signage:

- Signs that state the maximum occupancy of common rooms
- non-medical mask required
- Handwashing
- Entrance/exit only signs
- Use of tape to block-off rooms and classrooms that are off-limits
- Use of tape and floor signage to direct traffic through high flow areas
- Signs to remind people to adhere to physical distancing guidelines
- Floor signs to mark of 2 m spaces where people might line up (if needed)
- Signed Access Agreement on lab doors indicating maximum occupancy

Checklist of items that require disinfection at the end of each shift. This should include switches, freezer / fridge handles, keyboards and mice of communal computers, cart handles, etc.
5.4. Emergency Procedures The applicant must ensure that all employees entering the lab should be aware of the Building Emergency Response Plan (BERP) and have access to it. If applicable, detail your strategy to amend your lab's emergency response plan procedures during COVID-19. See the SRS guidelines for handling potential COVID-19 incidents here: https://srs.ubc.ca/covid-19/health-safety-covid-19/reporting-covid-19-exposure/
I (Miriam Spering) ensure that all employees entering the lab are aware of the Building Emergency Response Plan (BERP) and the guidelines for handling Covid-19 from SRS. They will have access to both.
5.5. Monitoring/Updating COVID-19 Safety Plan Describe how you will monitor your workplace (supervisor, departmental safety representative, other) and update your plans as needed; plan must remain valid and updated for next 12-18 months
● The workspace plan will be reviewed every 3 months. ● The following items would trigger an off-cycle review: ○ Moving to higher building occupancy ○ Second wave of COVID-19 ○ Shift in provincial guidelines ○ SRS requirements ○ Or incidence of COVID-19 infections ● Miriam Spering will check the compliance as well as the LSTs for the periodic review.
5.6. Addressing Risks from Previous Closure Describe how you will address the following since the closure: staff changes/turnover; worker roles change; any new necessary training (e.g. new protocols); and training on new equipment
All research team members are trained on the equipment. Team members won't change into new roles and no new members will gain access to X715.

Section #6 – Personal Protective Equipment (PPE)

6.1. Personal Protective Equipment

Describe what appropriate PPE you will utilize and how you will/continue to procure the PPE

During data collection the researcher will wear a non-medical mask, gloves, and eye protection during brief periods during setup when physical distancing cannot be maintained. If hand tracking is required during the experiment, the participant will additionally wear disposable gloves. Gloves and disposable masks have been purchased and will be stored in X715. We will also have non-medical masks available for participants. Used PPE will be disposed in a plastic garbage bag and disposed off at the end of each experimental day.

#	Type of PPE	Activity and PPE Use Rationale
1	Disposable Non-medical Mask	Non-medical masks will be worn during data collection whenever physical distancing cannot be maintained (brief periods during setup)
2	Disposable Gloves	Participants will wear gloves during experiment involving hand tracking. Experimenter will wear gloves when adjusting eye trackers or hand trackers.
3	Eye protection	Safety glasses will be worn by the experimenter when physical distancing cannot be maintained.
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Section #7 – Non-Medical Masks

7.1. Non-Medical Masks

Describe your plan to inform faculty and staff on the wearing of non-medical masks

- By reading this plan and filling out the Commitment Form (Appendix A), individuals will acknowledge being aware of the Mandatory Mask policy.
- Individuals are encouraged to read Using Non-Medical Masks website for the most up to date information
- Effective September 16, 2020 UBC implemented a policy whereby students, faculty, staff and visitors are required to wear non-medical masks in common indoor spaces on campus. Regarding use of nonmedical masks in shared research spaces:

- Non-medical masks are not required when working in a sole occupant research space or enclosed room.
- Shared research spaces have been designated to ensure occupants are working 2m apart or have appropriate physical barriers. Therefore, while in a shared research space, users have the option to remove their non-medical mask while engaged in activities where the physical distancing requirement is met.
- As per UBC's policy, non-medical masks must be worn:
  - When travelling through building corridors and shared spaces
  - While entering or exiting research spaces or while moving from an assigned research location, or at any other time that 2m physical distancing cannot be maintained

Section #8 - Acknowledgement

8.1. Acknowledgement

Plan must demonstrate approval by Administrative Head of Unit, confirming: 1) the Safety Plan will be shared with staff and how; 2) staff will acknowledged receipt and will comply with the Safety Plan.

1) The safety plan will be shared with all research members by email and displayed in X715. Participants receive a consent form to participate in this research. This consent form will include a summary of the safety protocols to follow in the ICICS Building. (see Appendix C).
2) Research members and participants will acknowledge receipt by email and comply with the safety plan.

ICICS Research Center Director Approval

Robert Rohling, Director ICICS — 22 October 2020

Name, Title — Date

Signature

X

Faculty of Science Approval

Meigan Aronson, Dean — 23 October 2020

Name, Title — Date

Signature

X

Faculty of Applied Science Approval

James Olson, Dean — 26 October 2020

Name, Title — Date

Signature

X

Ophthalmology and Visual Science Department, Faculty of Medicine Approval

David Maberley, Department Head

Name, Title

October 27, 2020

Date

Signature

X

Appendix A – BREB approval emails for the 3 studies conducted

The University of British Columbia
Office of Research Services
Behavioural Research Ethics Board
Suite 102, 6190 Agronomy Road, Vancouver, B.C. V6T 1Z3

CERTIFICATE OF APPROVAL - MINIMAL RISK AMENDMENT

PRINCIPAL INVESTIGATOR:	DEPARTMENT:	UBC BREB NUMBER:
Miriam Spering	UBC/Medicine, Faculty of/Ophthalmology & Visual Science	H19-00994

INSTITUTION(S) WHERE RESEARCH WILL BE CARRIED OUT:

Institution	Site
UBC	Vancouver (excludes UBC Hospital)

Other locations where the research will be conducted:
N/A

CO-INVESTIGATOR(S):
N/A

SPONSORING AGENCIES:
Natural Sciences and Engineering Research Council of Canada (NSERC) - "Human Eye Movements as a Model of Visual Prediction"

PROJECT TITLE:
Anticipatory pursuit and motion perception

Expiry Date - Approval of an amendment does not change the expiry date on the current UBC BREB approval of this study. An application for renewal is required on or before: 3/16/2021

AMENDMENT(S):	AMENDMENT APPROVAL DATE:
updates to safety details	**October 16, 2020**

Document Name	Version	Date
Consent Forms:		
Consent form Oct 14 2020	6	October 14, 2020

The amendment(s) and the document(s) listed above have been reviewed and the procedures were found to be acceptable on ethical grounds for research involving human subjects.

This study has been approved either by the full Behavioural REB or by an authorized delegated reviewer

The University of British Columbia
Office of Research Services
Behavioural Research Ethics Board
Suite 102, 6190 Agronomy Road, Vancouver, B.C. V6T 1Z3

CERTIFICATE OF APPROVAL - MINIMAL RISK AMENDMENT

PRINCIPAL INVESTIGATOR:	DEPARTMENT:	UBC BREB NUMBER:
Miriam Spering	UBC/Medicine, Faculty of/Ophthalmology & Visual Science	H19-01800

INSTITUTION(S) WHERE RESEARCH WILL BE CARRIED OUT:

Institution	Site
UBC	Vancouver (excludes UBC Hospital)
Vancouver Coastal Health (VCHRI/VCHA)	UBC Hospital

Other locations where the research will be conducted:
N/A

CO-INVESTIGATOR(S):
PHILIPP KREYENMEIER

SPONSORING AGENCIES:
Natural Sciences and Engineering Research Council of Canada (NSERC) - "Human Eye Movements as a Model of Visual Prediction"
UBC Unrestricted Research Funds - "UBC Unrestricted Research Funds"

PROJECT TITLE:
Transient modulation of human smooth pursuit eye movements

Expiry Date - Approval of an amendment does not change the expiry date on the current UBC BREB approval of this study. An application for renewal is required on or before: 5/7/2021

AMENDMENT(S):	AMENDMENT APPROVAL DATE:
updates to safety details	**October 16, 2020**

Document Name	Version	Date
Consent Forms:		
Main study consent	.10	October 14, 2020

The amendment(s) and the document(s) listed above have been reviewed and the procedures were found to be acceptable on ethical grounds for research involving human subjects.

This study has been approved either by the full Behavioural REB or by an authorized delegated reviewer

The University of British Columbia
Office of Research Services
Behavioural Research Ethics Board
Suite 102, 6190 Agronomy Road, Vancouver, B.C. V6T 1Z3

CERTIFICATE OF APPROVAL - MINIMAL RISK AMENDMENT

PRINCIPAL INVESTIGATOR:	DEPARTMENT:	UBC BREB NUMBER:
Miriam Spering	UBC/Medicine, Faculty of/Ophthalmology & Visual Science	H20-00097

INSTITUTION(S) WHERE RESEARCH WILL BE CARRIED OUT:

Institution	Site
UBC	Vancouver (excludes UBC Hospital)

Other locations where the research will be conducted:
N/A

CO-INVESTIGATOR(S):
PHILIPP KREYENMEIER

SPONSORING AGENCIES:
Natural Sciences and Engineering Research Council of Canada (NSERC) - "Human Eye Movements as a Model of Visual Prediction"

PROJECT TITLE:
Eye-hand coordination in manual interception

Expiry Date - Approval of an amendment does not change the expiry date on the current UBC BREB approval of this study. An application for renewal is required on or before: 1/22/2021

AMENDMENT(S):	AMENDMENT APPROVAL DATE:
updates to safety details	**October 16, 2020**

Document Name	Version	Date
Consent Forms:		
Main study consent	0.7	October 14, 2020

The amendment(s) and the document(s) listed above have been reviewed and the procedures were found to be acceptable on ethical grounds for research involving human subjects.

This study has been approved either by the full Behavioural REB or by an authorized delegated reviewer

Appendix B– Return to Campus Activity Commitment Form

Building requirements for conduct related specifically to COVID-19 safety have been developed for the ICICS building in general and workspace in particular. The building guidelines have been co-developed by the LST co-chairs from ICICS. All students, staff and faculty who are permitted to resume activities in the ICICS building must complete the following requirements. Send completed form to Dr Doris Chow, who will then send all completed forms and certificates to Gable Yeung access@icics.ubc.ca.

Requirement	**Check when complete**
Review the ICICS Intermediate Safety Plan: Phase 2 (https://icics.ubc.ca/facilities/)	
Review the Workspace Safety Plan (also called "Child Plan")	
Complete the Preventing COVID-19 Infection in the Workplace course and send the completion certificate as well as this Return to Campus Activity Commitment Form to Dr Doris Chow.	

Your name: ________________________ Date: ________

Faculty/Dept. FoM/ Ophthalmology & Visual Sciences Your main room no. __X715_____

Your role (faculty, staff, grad student, etc.): ____________________

Supervisor: _________________ Your Signature: ______________

By your signature you agree that you intend to meet the requirements/principles for:

- UBC Campus rules (including the Mandatory Mask policy)
- Practices for protecting against getting COVID-19 (stay home if ill; avoid touching your face; wash hands frequently; physical distancing > 2 m)
- No building access unless authorized by the schedule set up by the supervisor
- Knowing the guidelines for entry/exit to/from the building and getting around it
- Accessing washrooms and photocopy room
- Eating guidelines
- Cleaning and disinfecting commonly touched surfaces and shared equipment/tools
- Knowing who to contact for safety and interpersonal concerns/problems
- Abide by your unit working alone policy
- Building evacuation procedures in case of emergency
- What to do if someone shows signs of respiratory illness
- Consequences of not following requirements and rules

Appendix C – Consent Forms for the 3 studies

a place of mind
THE UNIVERSITY OF BRITISH COLUMBIA

Faculty of Medicine
Department of Ophthalmology
& Visual Sciences

Dr. Miriam Spering
Koerner Pavilion
2211 Wesbrook Mall
Vancouver, BC Canada V6T 1Z3

Phone (604) 822-3511
Email mspering@mail.ubc.ca

SUBJECT CONSENT FORM

"Anticipatory pursuit and motion perception"

Investigators
You are invited to take part in a study about eye movements. This study is conducted by Principal Investigator Dr. Miriam Spering, UBC Dept. of Ophthalmology & Visual Sciences, phone (604) 675-8871. The study will take place in ICICS, Rm. X717, on UBC campus.

Sponsor
This research is funded by NSERC Discovery Grants to Dr. Miriam Spering. The investigator declares that she has no conflict of interest.

Purpose
This study is about the relationship between perception and eye movements. Where we look and what we perceive can be influenced by what we expect to see. This study investigates how expectation affects motion perception and eye movements, and can increase our knowledge about how sensory-motor transformation takes place.

Study Procedures
If you agree to be in this study, you will be asked to:

1) Look at visual stimuli presented on a computer monitor while your eye movements are being recorded with a video camera. Video recording will only begin once the experiment has started.
2) Make manual responses to specific features of the stimulus. Some of these judgments will be easy, others more difficult; you may even have to guess.

Before the first experimental session, your visual acuity will be assessed by using a standard letter chart. During the experimental sessions, you will sit in a comfortable, adjustable chair in a normal sitting position with your head upright and stabilized by a chin rest. Each experimental session will last 45-60 minutes. Three sessions will be performed on different days (one session per day). You will determine the pace of the session by your response – i.e., you can take brief rest periods between trials. We encourage you to take regular breaks between blocks of trials.

Requirements
To participate, you must be between 19 and 45 years old. You must have normal or corrected-to-normal visual acuity and no history of neurological,

psychiatric or eye disease (such as "lazy eye"). You must be able to communicate in English, and can complete all sessions of the study. You can still choose to drop out any time during the participation.

Potential Risks

There are no known physical risks associated with your participation beyond those of working on a computer in everyday life, and we foresee no discomfort resulting from participation in this study. We will take regular breaks to prevent any potential discomfort related to sitting for prolonged periods of time.

As a result of the COVID-19 context, you might incur risks from participating in and commuting for in-person research (see 'Notice of COVID-Related Risks During Research'). To mitigate these risks, the researcher will be following safety plans that have been approved by the University (see 'Safe Research Plan'). This includes regular cleaning of experimental equipment and common surfaces and adhering to the rules for safe use of the research facility (see below). Initialize here to confirm that you have read and understood the 'Notice of COVID-Related Risks During Research' and the Safe Research Plan of this study:

____

The safe use of the research facility includes the following key points:

- Self-screen for COVID-19 symptoms and monitor personal health status on the day of research participation
- Agree to screening of COVID-19 symptoms and contacts 24 hours prior to and on arrival at site
- Maintain a physical distance of 2 m from others
- Wear a mask in public areas inside the building, and during brief periods of close contact during the experiment
- Sanitize your hands before entering the building and after leaving
- Wash your hands with warm water and soap before entering the room where the experiment takes place, and before leaving the building in the designated single-occupancy washroom as indicated by the experimenter
- Stay with the experimenter to access the laboratory, and follow the signage and floor markings in hallways, stairs, and common spaces
- Use only the designated single-occupancy washroom as indicated by the experimenter
- Immediately after research participation, you will be escorted to a building exit. Leave the building promptly.

Initial here to confirm that you agree to abide by these rules of the UBC research facility: _______.

Potential Benefits

Although you will receive no direct benefits at the time of participation, this study may provide information that would increase our knowledge of how the human brain controls eye movements.

Privacy and Confidentiality

Confidentiality of your research records will be strictly maintained by not using your name or any other personally identifying information in reports or publications resulting from this experiment. All digital records related to your involvement in the study will be coded and stored on a password-protected computer to ensure privacy. If you withdraw from the study, all records related to your involvement will be deleted. If included in a future publication of the research, your data may be required to be publicly accessible. The data will be de-identified, and the risk of participation will not be increased. Once the data is made publicly accessible, you will not be able to withdraw the data.

The researcher may be asked by public health authorities to share your contact information (name, email address, and phone number) if there is a chance that you have been exposed to COVID-19 during a study visit (see 'Notice of COVID-Related Risks during Research'). This information will be kept securely and separate from de-identified research records and will be deleted 30 days after your last contact with the researcher.

Contact for Information about the Study

The investigator has explained this study to you and answered your questions. If you have additional questions or wish to report a research-related problem, contact Miriam Spering at (604) 822-3511 or by e-mail mspering@mail.ubc.ca.

Contact for Concerns about Rights as a Research Participant

If you have any concerns or complaints about your rights as a research participant and/or your experiences while participating in this study, contact the Research Participant Complaint Line in the UBC Office of Research Ethics at 604-822-8598 or if long distance e-mail RSIL@ors.ubc.ca or call toll free 1-877-822-8598.

Remuneration

When all three sessions are finished, you will receive $35 as compensation for your time and effort. You will not receive money if you decide to withdraw before finishing all three sessions.

In rare cases, our eye tracker may not track your eye due to the unique anatomy of your face, e.g., when the eyes are very small, or eyelids are large, eye lashes are strong, etc. Occasionally, you may not be able to see the motion in our experiment. If for either of these reasons we were unable to proceed beyond the first session, you would receive a pro-rated amount of $12 for the first session.

Consent

Participation in this experiment is completely voluntary. You have the right to refuse to participate or withdraw at any time without negative consequences. Your signature below indicates that you consent to participate in this study and that you have received a copy of this consent form for your own records.

______________________________ ________________

Participant's Signature Date

____

Printed name of participant signing above

THE UNIVERSITY OF BRITISH COLUMBIA

Faculty of Medicine
Department of Ophthalmology
& Visual Sciences

Dr. Miriam Spering
Koerner Pavilion
2211 Wesbrook Mall
Vancouver BC V6T 1Z3

Consent form

Transient modulation of human smooth pursuit eye movements

Who is conducting the study?
You are invited to take part in a study about eye movements, conducted by Principal Investigator Dr. Miriam Spering, and co-investigator Philipp Kreyenmeier (UBC Department of Ophthalmology & Visual Sciences, phone 604-822-3511).

Who is funding this study?
This study is funded by an NSERC Discovery Grant to Dr. Miriam Spering. The investigators declare that they have no conflict of interest.

Why are we doing this study?
In order to explore the world around us, we make up to 3 eye movements per second. Importantly, our eye movements are closely linked to how we perceive the world around us and allow us to collect information necessary to interact with our environment adequately. When we see a moving object (e.g., a bicycle) we continuously follow the motion with our eyes. Here, we investigate how suddenly occurring visual stimuli can be integrated during such ongoing eye movements. Because they are continuous, these eye movements provide a sensitive read-out of cognitive processes.

Who can participate in this study?
You can participate in this study if you are between 19 and 45 years old. You need to have normal visual acuity or vision corrected by glasses or soft contact lenses.
You cannot participate if:

- you have hard contact lenses, because the eye camera cannot accurately record your eye movements through hard contact lenses,
- you have a history of neurological disease (such as multiple sclerosis, stroke, trauma to the head, including a concussion within 12 months of the study),
- you have a history of psychiatric disease (such as schizophrenia or depression), or
- you have a history of eye disease (such as strabismus or amblyopia, known as “lazy eye”).

What will you be required to do?
If you agree to participate in this study, you will be asked to look at a dot projected onto a screen. When the dot moves across the screen, you will be asked to follow its motion as closely as possible with your eyes. Depending on the experimental condition, you will also be asked to move your eyes as quickly as possible towards or away from a briefly flashed target. Your eye movements will be recorded with a camera. You will be sitting on a chair and looking onto a screen in front of you. To stabilize your head, you will either use a bite bar or a combined chin and forehead rest. The experiment consists of a single session and will last approximately 90 minutes. There will be frequent breaks throughout each session to avoid fatigue. The experiment will start with a calibration of the eye tracker. In this procedure, you will be asked to direct your eyes to several circles projected onto the screen for a short time. If sufficient

eye tracking accuracy cannot be achieved, the experimenter may opt to exclude you from further participation.

What happens to the data and how will my privacy be maintained?

The results of this study will be published in academic journal articles. Confidentiality of your research records will be strictly maintained by not using your name or any other personally identifying information in reports or publications resulting from this experiment. All digital records related to your involvement in the study will be encrypted and password-protected to ensure privacy. If included in a future publication of the research, your data may be required to be publicly accessible. The data will be de-identified. Once the data is made publicly available, you will not be able to withdraw the data.
The researcher may be asked by public health authorities to share your contact information (name, email address, and phone number) if there is a chance that you have been exposed to COVID-19 during a study visit (see 'Notice of COVID-Related Risks during Research'). Your contact tracing information will be kept securely and separate from de-identified research records and will be deleted 30 days after your last contact with the researcher.

What are the risks and benefits?

There are no known risks associated with your participation beyond those of working on a computer in everyday life, and we foresee no discomfort resulting from your participation. Although there are no direct benefits at the time of participation, this study will help us understand how visual information can be rapidly transformed into motor commands in the human brain.
As a result of the COVID-19 context, you might incur risks from participating in and commuting for in-person research (see 'Notice of COVID-Related Risks During Research'). To mitigate these risks, the researcher will be following safety plans that have been approved by the University (see 'Safe Research Plan'). This includes regular cleaning of experimental equipment and common surfaces and adhering to the rules for safe use of the research facility (see below). Initialize here to confirm that you have read and understood the 'Notice of COVID-Related Risks during Research' for this study: _______.

The safe use of the research facility includes the following key points:

- Self-screen for COVID-19 symptoms and monitor personal health status on the day of research participation
- Agree to screening of COVID-19 symptoms and contacts 24 hours prior to and on arrival at site
- Maintain a physical distance of 2 m from others
- Wear a mask in public areas inside the building, and during brief periods of close contact during the experiment
- Sanitize your hands before entering the building and after leaving
- Wash your hands with warm water and soap before entering the room where the experiment takes place, and before leaving the building in the designated single-occupancy washroom as indicated by the experimenter
- Stay with the experimenter to access the laboratory, and follow the signage and floor markings in hallways, stairs, and common spaces
- Use only the designated single-occupancy washroom as indicated by the experimenter

- Immediately after research participation, you will be escorted to a building exit. Leave the building promptly.

Initial here to confirm that you agree to abide by these rules of the UBC research facility: _______.

Will you get paid for your participation?

You will be compensated $10/hour in cash upon completion of this study. You will be screened at the start of the experiment to confirm that you meet the inclusion criteria and that the experimenter can achieve sufficient eye tracking accuracy. If you cannot participate because you do not pass the screening, or if you withdraw from participation before completion of the study, you will receive $5 for your time.

Who can you contact if you have questions about the study?

If you have any questions that could not be answered by the experimenter or wish to report a research-related problem, contact Dr. Miriam Spering (miriam.spering@ubc.ca, 604-822-3511).

Who can you contact if you have complaints or concerns about the study?

If you have any concerns or complaints about your rights as a research participant and/or your experiences while participating in this study, contact the Research Participant Complaint Line in the UBC Office of Research Ethics at 604-822-8598 or if long distance e-mail RSIL@ors.ubc.ca or call toll free 1-877-822-8598.

Consent

Taking part in this study is entirely up to you. You have the right to refuse to participate in this study. If you decide to take part, you may choose to pull out of the study at any time without giving a reason and without any negative impact on your academic standing if you are a UBC student. If you withdraw before completion of the experiment, your data will not be stored or used for analysis or publication. Your signature indicates that you consent to participate in this study.

____ ______________________

Participant Signature Date

____

Printed Name of the Participant signing above

THE UNIVERSITY OF BRITISH COLUMBIA

Faculty of Medicine
Department of Ophthalmology
& Visual Sciences

Dr. Miriam Spering
Koerner Pavilion
2211 Wesbrook Mall
Vancouver BC V6T 1Z3

Consent form

Eye-hand coordination in manual interception

Who is conducting the study?
You are invited to take part in a study about eye movements, conducted by Principal Investigator Dr. Miriam Spering, and co-investigator Philipp Kreyenmeier (UBC Department of Ophthalmology & Visual Sciences, phone 604-822-3511).

Who is funding this study?
This study is funded by an NSERC Discovery Grant to Dr. Miriam Spering. The investigators declare that they have no conflict of interest.

Why are we doing this study?
In order to explore the world around us, we make up to 3 eye movements per second. Importantly, our eye movements are closely linked to how we perceive the world around us and allow us to collect information necessary to interact with our environment adequately. When we see a moving object (e.g., a ball) we continuously follow the motion with our eyes. Here, we investigate how we use eye movements in order to catch a moving object. Because they are continuous, eye movements provide a sensitive read-out of cognitive and sensorimotor processes.
This research is conducted as part of Philipp Kreyenmeier's PhD dissertation.

Who can participate in this study?
You can participate in this study if you are between 19 and 45 years old. You need to have normal visual acuity or vision corrected by glasses or soft contact lenses.
You cannot participate if:

- you have hard contact lenses, because the eye camera cannot accurately record your eye movements through hard contact lenses,
- you have a history of neurological disease (such as multiple sclerosis, stroke, trauma to the head, including a concussion within 12 months of the study),
- you have an implanted pacemaker or defibrillator,
- you have a history of psychiatric disease (such as schizophrenia or depression), or
- you have a history of eye disease (such as strabismus or amblyopia, known as “lazy eye”).

What will you be required to do?
If you agree to participate in this study, you will be asked to look at a dot projected onto a screen. When the dot moves across the screen, you will be asked to follow its motion with your eyes. Depending on the variation of the task, you will also be asked to intercept the target on the screen by hitting the target on the screen with your finger or by pressing a button. Your eye movements will be recorded with a camera. You will be sitting on a chair and looking onto a screen in front of you with your chin resting on a chin rest and your forehead resting against a forehead rest. The experiment consists of a single session

lasting up to 90 minutes. There will be frequent breaks throughout each session to avoid fatigue. The experiment will start with a calibration of the eye tracker. In this procedure, you will be asked to direct your eyes to several circles projected onto the screen for a short time. If sufficient eye tracking accuracy cannot be achieved, the experimenter may opt to exclude you from further participation. The experiment takes place in room X715 in the ICICS building (2366 Main Mall).

<u>What happens to the data and how will my privacy be maintained?</u>
The results of this study will be published in academic journal articles. Confidentiality of your research records will be strictly maintained by not using your name or any other personally identifying information in reports or publications resulting from this experiment. All digital records related to your involvement in the study will be encrypted and password-protected to ensure privacy. If included in a future publication of the research, your data may be required to be publicly accessible. The data will be de-identified. Once the data is made publicly available, you will not be able to withdraw the data.
The researcher may be asked by public health authorities to share your contact information (name, email address, and phone number) if there is a chance that you have been exposed to COVID-19 during a study visit (see 'Notice of COVID-Related Risks during Research'). Your contact tracing information will be kept securely and separate from de-identified research records and will be deleted 30 days after your last contact with the researcher.

<u>What are the risks and benefits?</u>
There are no known risks associated with your participation beyond those of working on a computer in everyday life, and we foresee no discomfort resulting from your participation. Although there are no direct benefits at the time of participation, this study will help us understand how eye and hand movements are controlled in the human brain.
As a result of the COVID-19 context, you might incur risks from participating in and commuting for in-person research (see ‘Notice of COVID-Related Risks During Research’). To mitigate these risks, the researcher will be following safety plans that have been approved by the University (see ‘Safe Research Plan’). This includes regular cleaning of experimental equipment and common surfaces and adhering to the rules for safe use of the research facility (see below). Initialize here to confirm that you have read and understood the 'Notice of COVID-Related Risks during Research' for this study: _______.

The safe use of the research facility includes the following key points:

- Self-screen for COVID-19 symptoms and monitor personal health status on the day of research participation
- Agree to screening of COVID-19 symptoms and contacts 24 hours prior to and on arrival at site
- Maintain a physical distance of 2 m from others
- Wear a mask in public areas inside the building, and during brief periods of close contact during the experiment
- Sanitize your hands before entering the building and after leaving
- Wash your hands with warm water and soap before entering the room where the experiment takes place, and before leaving the building in the designated single-occupancy washroom as indicated by the experimenter
- Stay with the experimenter to access the laboratory, and follow the signage and floor markings in hallways, stairs, and common spaces
- Use only the designated single-occupancy washroom as indicated by the experimenter

- Immediately after research participation, you will be escorted to a building exit. Leave the building promptly.

Initial here to confirm that you agree to abide by these rules of the UBC research facility: _______.

Will you get paid for your participation?
You will be compensated $10/hour in cash upon completion of this study. You will be screened at the start of the experiment to confirm that you meet the inclusion criteria and that the experimenter can achieve sufficient eye tracking accuracy. If you cannot participate because you do not pass the screening, or if you withdraw from participation before completion of the study, you will receive $5 for your time.

Who can you contact if you have questions about the study?
If you have any questions that could not be answered by the experimenter or wish to report a research-related problem, contact Dr. Miriam Spering (miriam.spering@ubc.ca, 604-822-3511).

Who can you contact if you have complaints or concerns about the study?
If you have any concerns or complaints about your rights as a research participant and/or your experiences while participating in this study, contact the Research Participant Complaint Line in the UBC Office of Research Ethics at 604-822-8598 or if long distance e-mail RSIL@ors.ubc.ca or call toll free 1-877-822-8598.

Consent
Taking part in this study is entirely up to you. You have the right to refuse to participate in this study. If you decide to take part, you may choose to pull out of the study at any time without giving a reason and without any negative impact on your academic standing if you are a UBC student. If you withdraw before completion of the experiment, your data will not be stored or used for analysis or publication. Your signature indicates that you consent to participate in this study.

____ ________________________
Participant Signature Date

____
Printed Name of the Participant signing above