

As per the requirements of the HERO Act:

- Community members are required to download the CampusClear mobile app and complete the daily screening prior to coming on campus.
- Go to the [Apple App Store](#) (iPhones) or [Google Play Store](#) (Android phones) and search for CampusClear. Download the app and install following the prompts displayed.
- When you open the CampusClear app for the first time, you will be shown information about how data is collected and used. You will also be prompted to agree to the terms and conditions. Please carefully review the information and follow the prompts.
- After agreeing to the terms and conditions, you will be asked to enter your email address. **Please be sure to use your main Manhattanville email address (username @ mville.edu or [username@student.mville.edu](mailto:username@student.mville.edu)). CampusClear will not work with a personal email address.**
- Next, an email will be sent to your Mville inbox. You will need to open that email and confirm your identity. Close the #CampusClear app and check your Manhattanville email.
- You will see a message in your inbox asking to confirm your email address. Please click on the confirm email button/link.
- Now you are ready to use #CampusClear! Open the #CampusClear app on your phone and follow the prompts to conduct your self-screening. If desired, you can set your phone's settings to allow the app to send you notifications and reminders to complete a self-screen.
- If you don't have access to a smart phone or tablet to use the app, use a web browser to go to <https://campusclear.mville.edu> and follow the instructions for the app. If you need to use the browser, be sure to print a copy of the confirmation and bring it with you to campus.

Screening Procedures on Campus:

- Pursuant to New York State guidance, the College will review and attest the CampusClear submissions each day. Human Resources will check the submissions from faculty and staff regularly.

What should I do if CampusClear tells me not to come to campus?

- Staff should remain home and notify their supervisors. Employees can also contact Human Resources to discuss options available to the employee. Human Resources will also notify supervisors if an employee CampusClear submission indicates that they should not come to campus.
- Faculty should remain home and notify the appropriate Chair or Dean. Also, faculty should notify students of any in-person classes that are scheduled for that day.