



Administrative Department Procedure:

Section: Campus Safety
Topic: COVID-19 – Exposure/Possible Exposure

SUMMARY: This procedure will comply with CDC recommendations and guidelines to promote a safe campus environment and define the protocols for cases of exposure or possible exposure to COVID-19.

PROCEDURE:

- No student or employee should report to campus who has a temperature of 100.4°F and above and/or has any of the symptoms related to COVID-19 (i.e., coughing, shortness of breath, difficulty breathing, new loss of taste or smell, etc.)

- Any student or employee that has either been exposed or possibly exposed to a person with a positive case of COVID-19 will need to self-quarantine and adhere to the following guidelines:
 - Persons who have tested positive for COVID-19 in the past three months, and recovered, do not have to quarantine or be tested again, unless they have developed new symptoms.
 - If it is confirmed that the student or employee was exposed to a positive COVID-19 case, that student/employee will need to remain quarantined for 10 days from last contact if they were not tested for COVID-19, or 7 days away from campus if they were tested for COVID-19 on day 5 or later and received a negative test result. The student or employee should monitor temperature twice daily while watching for symptoms. Students should communicate directly with their instructors should they not be able to attend class. Employees should communicate directly with their Supervisor for further instructions. It is recommended that the student/employee be tested by the local health department. The College will work with the local health department and follow CDC guidelines to address and minimize additional exposure risks.
 - Students, faculty and staff with a positive test result will be notified by the local health department and a contact tracing investigation will begin. Those identified as a close contact will be notified they have been exposed, but no

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personal, identifying information will be given. Please be as honest and detailed as possible when providing information on others who may have been exposed.

- Testing information regarding patients is regulated by the Health Insurance Portability and Accountability Act (HIPAA) guidelines and will be kept confidential to the extent possible under the circumstances.
- If a student/employee tests positive but does not show symptoms, they will still need to isolate for ten days after the positive test. Isolation could end earlier, after two negative tests conducted at least 24 hours apart.
- If a student/employee tested positive and recovered, they will need to wait ten days from the onset of symptoms, and at least three days of no fever without fever-reducing medicines, along with symptoms improving over that time.
- Students/employees must complete the Certification of Illness or Quarantine Form (located on the New River CTC COVID-19 internet page) and provide regular updates to their contact person and ensure that all safety precautions have been met prior to returning to campus.

A close contact includes:

- Having been within 6 feet of someone diagnosed with COVID-19 for a period of at least 15 minutes in any environment, regardless of the use of face coverings or masks; or,
 - Living in the same household as a person with COVID-19,
 - Caring for a sick person with COVID-19, or
 - Being in direct contact with secretions from a person with COVID-19 (e.g., being coughed on, kissing, sharing utensils, etc.)
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