To be considered exposed to COVID-19, you need to have prolonged close contact with a person who has the virus. **Close contact includes** living in the same household, caring for a sick person with the virus, being within 6 feet of a sick person with the virus for at least 15 continuous minutes without the use of a face covering, or being in direct contact with secretions from the sick person.

Employee/Workplace Process Map for COVID-19

Employee has symptoms and tests positive OR suspected to have COVID-19

Employee reports while at school/work Employee reports while at home

Employee reports to supervisor and leaves to get medical care or call 9-1-1 if life threatening symptoms. Isolate if unable to immediately leave building.

Employee's direct supervisor contacts their immediate supervisor, HR, then has employee complete the <u>Health Services</u>
<u>Reporting Form</u>

HR will provide guidance of when the employee can return to work

Employee should contact their primary care physician. Self-isolate at home for 10 days from symptom onset and experience at least 72 hours of no fever without fever-reducing medication.

Employee **tests positive** but has **no symptoms**

Employee's direct supervisor contacts their immediate supervisor, HR, then has employee complete the <u>Health</u> Services Reporting Form

HR will provide guidance of when the employee can return to work

Employee should contact their primary care physician. Self-isolate and avoid public spaces for 10 days since testing positive. Employee can return to work after 10 day of self-isolation as long as no symptoms develop.

Employee reports someone at home has symptoms OR someone at home has tested positive

Employee's direct supervisor contacts their immediate supervisor, HR, then has employee complete the <u>Health Services Reporting Form</u>

HR will provide guidance of when the employee can return to work

Employee should contact their primary care physician, self-isolate, and avoid public spaces for 14 days. Employee should monitor for symptoms and contact primary care physician if they develop. (May return sooner with negative test result and written medical clearance).

Employee has prolonged
exposure to someone who has
tested positive or has
symptoms

Employee's direct supervisor contacts their immediate supervisor, HR, then has employee complete the <u>Health Services Reporting Form</u>

HR will provide guidance of when the employee can return to work

Employee should contact their primary care physician, self-isolate, and avoid public spaces for 14 days. Employee should monitor for symptoms and contact primary care physician if they develop. Employee reports someone in their home or workplace was exposed to someone who tested positive or has symptoms

If the someone at home or workplace is not symptomatic, but just 'exposed,' continue working (no need to selfisolate).

June 9, 2020

Student Process Map for COVID-19 (Summer 2020)

Student reports they are positive for COVID-19 OR reports they have symptoms of COVID-19

Student notifies their teacher and remains home for 10 days from positive test result.

The student may return to campus after 10 days have passed from positive test result and/or 10 days have passed from symptom onset and at least 72 hours have passed with no fever, without the use of fever-reducing medication.

Student reports **one or more symptoms** BEFORE entry to
building using screening tool

Teacher collects completed screening tool and advises student they may not enter the building. Student should contact their primary care physician for guidance.

The student may return to campus after 10 days have passed from symptom onset and at least 72 hours have passed with no fever, without the use of fever-reducing medication.

If student was on campus in the last 48 hours...

Student reports experiencing one or more symptoms of COVID-19 while during the school day

Follow **Isolation Plan** found on the *Student Guidance* for *Summer 2020* document and...

Student reports someone at home has symptoms OR someone at home has tested positive

Student reports someone in their home was exposed to someone who tested positive or has symptoms

This would be considered prolonged exposure to someone with COVID-19 or symptoms of COVID-19.

Student cannot enter the building. There is no need to notify staff or students regarding this scenario. Student should contact their primary care physician. Student should contact their primary care physician for guidance and remain home to self-isolate and avoid public spaces for 14 days.

If the someone at home is not symptomatic, but just 'exposed,' student may come to school and participate in summer activities (no need to self-isolate or notify any staff or students).

Teacher identifies any other student or staff who were present in the same class/group on the last day the student who tested positive was present. Teacher will report those persons to the campus principal.

Campus principal will work with ASCD to send written notification of possible exposure to all staff and parent/guardian of students who were exposed.

All student and staff who were exposed will be excluded from campus summer activities for 14 days from date of last exposure. Those persons will need to monitor their symptoms at home and contact their primary care provider if they develop.