

COVID-19 Campus Exposure Procedure for Students and Employees

This procedure should be used by CVCC employees to help guide you in making decisions on whether faculty, staff or students should attend class or come to campus.

All students and employees are required to wear face masks while on campus.

1. Possible Exposure – 14 Days*

If you have had:

- Contact of less than 6 feet for 15 minutes or longer with an individual who has symptoms
- Contact with an individual who has tested positive for COVID-19 (laboratory confirmed) but has not had any symptoms

What to do:

- **Immediately** report exposure to your instructor (if you are a student) or to your direct supervisor and dean (if you are an employee).
- The CDC guidelines recommend that you isolate yourself from all other people, including those in your household.
- Contact your healthcare provider or the health department in the county in which you live for evaluation and testing.

* **Do not come back to campus for 14 days*** from the date of exposure, after which you may return to campus as long as you do not develop symptoms or have a positive test result.

2. Positive Test with NO Symptoms – 10 Days*

If you have:

- Been tested for COVID-19 by a healthcare professional and received a positive diagnosis but are currently not experiencing symptoms

What to do:

- **Immediately** report diagnosis to your instructor (if you are a student) or to your direct supervisor and dean (if you are an employee).
- The CDC guidelines recommend that you isolate yourself from all other people, including those in your household.
- Follow your healthcare provider's directions for follow-up testing and CDC guidelines for monitoring your symptoms. (Monitoring includes watching for symptoms and checking your temperature every twelve hours)
- **Do not come back to campus for 10 days*** following your diagnosis and healthcare provider's directions for follow-up testing, after which you may return to campus as long as you do not have any symptoms.

3. Positive Test with Symptoms – 10 Days *

If you have:

- Been tested for COVID-19 by a healthcare professional and received a positive diagnosis and are currently experiencing symptoms

What to do:

- **Immediately** report diagnosis to your instructor (if you are a student) or to your direct supervisor and dean (if you are an employee).
- CDC guidelines recommend that you isolate yourself from all other people, including those in your household.
- Follow your healthcare provider's directions for treatment of your symptoms.
- Do not come back to campus until:
 1. You have gone three days with no fever without using fever-reducing medication during that time,
 2. Your respiratory symptoms have improved, **AND**
 3. It has been at least **10 days** since symptoms first appeared. *

4. Negative Test with Symptoms – Until Symptoms Improve*

If you have:

- Been tested for COVID-19 by a healthcare professional and received a negative diagnosis and are currently experiencing symptoms

What to do:

- **Immediately** report symptoms to your instructor (if you are a student) or to your direct supervisor and dean (if you are an employee).
- **Do not come back to campus until you are symptom-free for 24 hours.** *

Communication

- College employees will **immediately** notify their direct supervisor and/or Dean. Your supervisor/Dean will contact the Director of Human Resources and the Office of Safety and Security as soon as the notification is received.
- Students should immediately notify their instructor of record for the course.
- Director of Human Resources will communicate with executive leadership and initiate communication to any potentially impacted college community members, maintaining appropriate confidentiality, while ensuring any college student or employee who may have potentially been exposed is promptly notified so that they can self-monitor.
- Individuals who initiated the response may be asked to assist with contact tracing. This information will be tracked separately from personnel and student records, and names will not be released.
- The college may elect to close an impacted classroom or office for a period up to 72 hours following a confirmed case to allow for natural deactivation of the virus.
- You may be asked to provide documentation from your healthcare provider that you are cleared to return to school or work.