

COVID-19 Positive Cases/ Possible Exposure Due to Close Contact

Employee Reporting

Any employee that is exposed to COVID-19 due to close contact, tests positive, or becomes symptomatic, do not come to campus. Next, take the following steps.

1 Notify Immediate Management Supervisor (IMS)



Confidential Questionnaire and Contact Tracing

2 Complete Employee COVID-19 Questionnaire Located in MyGateway.

NEXT STEPS:

If the employee had close contact but does not meet the CDC guidelines for self-quarantine, the employee may return to work on campus or remotely. Note: Fully vaccinated asymptomatic employees are no longer required to self-quarantine after close contact.

If self-quarantine is required, i.e., symptomatic or unvaccinated, the following criteria must be met before returning to work:

- Fever (100.4) free for 24 hours and
- Symptoms improved and
- Ten days have passed since the onset or
- Ten days have passed after positive contact without symptoms



IMS then notifies all employees in the exposed group.

3 Campus Notification



Campus Communications notifies employees in case of outbreak or major outbreak.



Outbreak = Three people from the same area within 14 days.

Outbreak ends when no new cases are detected within 14 days.

Major Outbreak = 20+ people from the same area within 30 days.

Ends when fewer than 3 positive cases are detected within 14 days.

For more information, visit: noce.edu/coronavirus