If an employee or student is experiencing the principal symptoms of COVID-19, they are required to stay home. Per Michigan Public Health Code Emergency Order under MCL 333.2253, symptoms* are:

1. Fever of 100.4 °F or greater or
2. Uncontrolled cough or
3. Shortness of breath or
4. At least two of the following not explained by a known medical or physical condition:
   - Loss of taste or smell
   - Sore throat
   - Abdominal pain
   - Severe headache
   - Diarrhea
   - Muscle aches (myalgia)
   - Vomiting
   - Loss of taste or smell
   - Severe headache

**Testing**

- Employees and students are encouraged to get tested and stay at home in isolation until results are received.
- If, at any time, a positive test result is determined, follow the Response to Positive Test Result Protocol (www.kellogg.edu/coronavirus).

**TESTED, BUT RECEIVE A NEGATIVE RESULT**

1. Employee or student is to self-monitor and may return to work/school:
   - After 24 hours of no fever without the use of fever reducing medications
   - Symptoms* have significantly improved

**NOT TESTED**

1. Employees and students are encouraged to contact their health provider and follow their directions.
   a. Students:
      - Contact the Vice President for Student and Community Services at keckk@kellogg.edu to discuss College protocols
      - Contact Instructor(s) to inform them of need to isolate due to COVID-19-related symptoms and request online learning arrangements.
   b. Employees:
      - Contact the Human Resources Department (269) 965-4152 and their supervisor to determine remote working considerations.

2. Employee or student is to self-monitor and may return to work/school:
   - After 24 hours of no fever without the use of fever reducing medications
   - Symptoms* have significantly improved

*Per Michigan Emergency Order under MCL 333.2253: Symptoms of COVID-19 mean any one of the following not explained by a known medical or physical condition: fever, an uncontrolled cough, shortness of breath; or (ii) at least two of the following not explained by a known medical or physical condition: loss of taste or smell, muscle aches (“myalgia”), sore throat, severe headache, diarrhea, vomiting, abdominal pain.
COVID-19 Response Protocols:
Employees or Students with Symptoms of COVID-19

3. Employees; before returning, contact the Human Resources department at (269) 965-4152 and your supervisor to inform them of your status to return.

*Per Michigan Emergency Order under MCL 333.2253: Symptoms of COVID-19 mean any one of the following not explained by a known medical or physical condition: fever, an uncontrolled cough, shortness of breath; or (ii) at least two of the following not explained by a known medical or physical condition: loss of taste or smell, muscle aches (“myalgia”), sore throat, severe headache, diarrhea, vomiting, abdominal pain.