

## **Employees or Students in Close Contact with COVID Symptomatic or Positive Tested Individual**

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**If an employee or student has been in close contact with an individual who is symptomatic or has had a positive COVID-19 test result, Kellogg Community College will follow this protocol.**

**Definitions per Calhoun County Public Health Department (CCPHD) or Communicable Disease Control (CDC) guidance:**

Close contact, per CCPHD guidelines, is defined as:

- Any individual who was within 6 feet of someone who has COVID-19 for a cumulative total of 15 minutes or more over a 24-hour period

Symptoms of Covid, per CDC guidelines are defined as (source is [here](#)):

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

People are considered fully vaccinated, per CDC guidelines:

- 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or
- 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine

### **Steps to Take per CCPHD Guidance:**

- If the employee or student has been notified that they have been in direct contact with a Covid-19 positive person:
  - If **fully vaccinated** and people with documented COVID-19 within the last 90 days:
    - You do not need to quarantine unless symptoms develop
      - If symptoms develop, isolation is required
  - If **unvaccinated**:
    - If you are a close contact, you must quarantine for 10 days OR to further reduce the burden of quarantine on the community, the following procedure may be used for a modified quarantine:
      - Quarantine can end on Day 7 if a diagnostic COVID-19 PCR or antigen test is negative (not an antibody, i.e. blood test) and if no symptoms were reported during daily monitoring. The specimen may be collected and tested on day 6 or 7 and quarantine can be ended on day 7 or thereafter. Monitoring for symptoms should continue through day 14. If symptoms develop, the person should isolate and get re-tested.
      - Modified quarantine applies **ONLY if the following are true**:
        - The person does NOT live with someone who has COVID-19.

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- The person does NOT live or work in a high-risk setting, including long-term care or assisted living facility, correctional facility, shelter, or other congregate living facility.
- The person does NOT work in a healthcare facility while at standard or contingency staffing.
- If you have symptoms, immediately self-isolate and contact your local public health authority or healthcare provider.
- Wear a mask, stay at least 6 feet from others, wash your hands, avoid crowds, and take other steps to prevent the spread of COVID-19.
- Please note:
  - If test out option is chosen to end the quarantine early, the individual under quarantine must retain all test results for a period of at least 30 days.
  - A copy of the test documentation must be provided to a representative of the CCPHD upon request.

### **Notification Procedures:**

- Employees:
  - Contact their supervisor and human resources department when you are notified of close contact.
  - Work with supervisor to determine if remote work is possible.
  - Work with human resources to coordinate possible leave.
  - If employee receives a notification of close contact, as defined above, the College will require the employee to remain off-campus during the quarantine period.
- Students:
  - Contact the Office of the Vice President for Student and Community Services (269-565-7899) when you are notified of close contact.
    - The College will request that students voluntarily self-quarantine and will restrict the student from attending in-person classes and learning activities or accessing the campus during the quarantine period.
    - Contact your instructor(s).

If the employee or student has a concern about possible exposure:

- Contact your health care provider and follow the directions provided by the health care professional.
- If no restrictions are placed on the employee or student by their health care provider, they may return to campus but are required to continue to monitor for symptoms.