COVID-19 Response Protocols:

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

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.