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 Communicable Disease Control (CDC) guidance:

Close contact, per CDC guidelines, is defined as:

- Any individual who was less than six feet away from an infected person (COVID-19 laboratory-confirmed or a clinical diagnosis) 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 up-to-date with their COVID-19 vaccines, per CDC guidelines:

- Two weeks after their second dose in a two-dose series, such as the Pfizer or Moderna vaccines, and a booster dose of either Pfizer-BioNTech or Moderna at least five months after the last dose in their primary series
- Two weeks after a single-dose vaccine, such as Johnson & Johnson’s Janssen vaccine and a booster dose of either Pfizer-BioNTech or Moderna at least two months after the first dose of J&J/Janssen COVID-19 vaccine

Steps to Take Per CDC Guidance:

- If the employee or student has been notified that they have been in direct contact with a COVID-19 positive person:
  - If you are up-to-date with your COVID-19 vaccines or you had confirmed COVID-19 within the last within the last 90 days:
    - You do not need to quarantine unless symptoms develop and must wear a well-fitting mask when around others for 10 days from the date of your last close contact
  - If symptoms develop, isolation is required
  - If fully vaccinated but not up-to-date or not vaccinated:
    - Stay home and quarantine for at least five full days
    - Get tested at least five days after you last had close contact
    - Quarantine can end on day six 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

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

and tested on day six or thereafter. Monitoring for symptoms should continue through day 10. If symptoms develop, the person should isolate and get retested.

- If you live with someone who is COVID-19 positive and are unable to separate living space:
  - The person will begin their quarantine period immediately and continue throughout the isolation period of the person with COVID-19 AND needs to continue the quarantine for an additional five days starting the day after the end of the isolation for the person with COVID-19.
    - Get tested at least five days after the end of isolation of the infected person that lives with them
  - If you have symptoms, immediately self-isolate and contact your local public health authority or health care provider
  - Wear a well-fitted mask, stay at least six feet from others, wash your hands, avoid crowds and take other steps to prevent the spread of COVID-19.

Notification Procedures:

- Employees:
  - Contact your supervisor and the COVID Compliance Coordinator at covid@kellogg.edu or 269-565-2807 when you are notified of close contact
  - Work with supervisor to determine if remote work is possible
  - If employee receives a notification of close contact as defined above, the College will require the employee to remain offcampus during the quarantine period

- Students:
  - Contact the COVID Compliance Coordinator at covid@kellogg.edu or 269-565-2807 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

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