

COVID REPORTING PROCESS

Your safety, and that of the school community, is a priority.

1

I TESTED POSITIVE FOR COVID-19. WHAT SHOULD I DO NOW?

- *Stay home and self-isolate and monitor symptoms for at least 10 days even if you are asymptomatic (not sick; have no COVID-19 symptoms).* This means stay in a different bedroom from others in your home and, if possible, use a separate bathroom.
- *If you live in Scotch Plains notify the Rahway Health Department at 732-827-2085. If you live in Fanwood notify the Westfield Health Department at 908-789-4070. This must be done IMMEDIATELY so that they can begin your contact tracing. Faculty who reside outside of Scotch Plains- Fanwood should contact their local health department.*
- *Notify your school nurse. Staff should also notify their Principal or direct supervisor and Human Resources.*
- Self-isolate until a minimum of 10 days have passed since the start of symptoms and you have been fever-free (less than 100.0F) for at least 24 hours without taking fever-reducing medication, **and** your symptoms have improved.
- If persons in your household are symptomatic (sick or have COVID-19 symptoms), they should self-isolate following the rules above and contact their medical provider for guidance.
- If persons in your household are asymptomatic, they should self- quarantine for 14 days from the last date of exposure to COVID-19. Symptoms may take 2-14 days to appear. If the asymptomatic person develops symptoms, he/she should follow the self-isolation instruction above and contact their medical provider for guidance.

2

SHOULD I TELL OTHER PEOPLE THAT THEY MAY HAVE BEEN EXPOSED TO COVID-19?

- Those closest to you for a prolonged period of time with or without wearing a mask (15 minutes of continuous exposure at less than 6 feet apart **OR** 15 minutes of **cumulative** exposure at less than 6 feet apart over a 24-hour period) are considered a close contact and should be advised to self-quarantine at home for 14 days and contact their healthcare provider for further guidance.
- People you did not spend a prolonged period of time with (less than 15 minutes of continuous exposure at less than 6 feet apart **OR** less than 15 minutes of **cumulative** exposure at less than 6 feet apart over a 24-hour period) are at lower risk. If possible, you should notify these individuals regarding your illness.
- People you may have casually come into contact with (i.e., passed in the hall, shared a short elevator ride, briefly spent time within a room) are not considered at risk and do not need to be contacted.

3

I HAVE BEEN EXPOSED TO SOMEONE WITH COVID-19. WHAT SHOULD I DO NOW?

- Exposure (close contact) is defined as someone who has spent 15 minutes of continuous exposure at less than 6 feet apart (with or without wearing a mask) **OR** 15 minutes of **cumulative** exposure at less than 6 feet apart over a 24-hour period (with or without wearing a mask). This exposure must occur during the infectious period which begins 2 days prior to symptom onset, or specimen collection for asymptomatic cases, and extends 10 days for the majority of people.
- Stay home and self-quarantine and monitor symptoms for at least 14 days, starting from the last day you were possibly exposed. Symptoms may take 2-14 days to appear. Self-quarantine means staying home, monitoring your health, and maintaining social distancing (at least 6 feet) from others at all times.
- *Notify your school nurse. Staff should also notify their Principal or direct supervisor and Human Resources.*
- If you become ill during the 14 days of self-quarantine, contact your medical provider for guidance. *If you test positive you must self-isolate for at least 10 days after the symptoms start, following the instructions in #1.*

PLEASE ANSWER THE PHONE & COOPERATE WITH CONTACT TRACERS IF THEY CALL.

Source: New Jersey Department of Health and Centers for Disease Control and Prevention (CDC)