COVID-19 PROTOCOL AND RESPONSE

PUBLIC SAFETY
319-389-1774

COVID-19 HOTLINE
319-784-1650
Log in to MyHub and complete Health Check COVID-19 Questionnaire, located under “Employee Links”

Answer questionnaire

YES TO ANY

- Stay home or go home
- Inform supervisor
- Consult physician
- Call COVID-19 exposure hotline at 319-784-1650

NO TO ALL

Safe to come to work
ILLNESS PROTOCOL

Student tested positive for, presents symptoms associated with, or has come into contact with someone who was diagnosed with COVID-19.

Instruct student to:
1. Leave campus
2. Consult a physician
3. Call the COVID-19 exposure hotline (319-784-1650)

Inform appropriate dean, associate dean, or director. Call COVID-19 exposure hotline at 319-784-1650 to report incident and provide student contact information.

FACE COVERING PROTOCOL

Student is not wearing a face covering.

Remind student that face coverings are required and ask them to obtain a mask at the nearest PPE station and return to class.

If student refuses to wear a face covering, ask them to leave class. If student refuses to leave, call Public Safety at 319-389-1774. Concerns about repeated difficulty with compliance should be discussed with your dean or the Dean of Students office.

Follow up with appropriate dean, associate dean, or director to report incident.
# COVID-19 RESPONSE

In all the situations below, students and employees should report their situation to the Kirkwood COVID-19 exposure hotline at 319-784-1650 and contact their health care provider.

**In all cases, the student/employee must receive clearance from Kirkwood’s COVID-19 exposure hotline in order to return to campus.**

<table>
<thead>
<tr>
<th>SITUATION</th>
<th>ACTION</th>
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<tbody>
<tr>
<td>A. Employee/Student is symptomatic OR tested positive for COVID-19</td>
<td>Student/Employee needs to: 1. Self-isolate until the following things occur without the use of medications: a. Receive clearance from Kirkwood’s COVID-19 exposure hotline AND b. At least 10 days have passed since symptoms first appeared OR a negative second test AND c. No fever for at least 24 hours AND d. Other symptoms have improved</td>
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<tr>
<td>B. Employee/Student is symptomatic AND tests negative for COVID-19 AND is not in close contact with a person who tested positive for COVID-19</td>
<td>1. Receive clearance from Kirkwood’s COVID-19 exposure hotline AND 2. Can return to daily activities 24 hours after fever (&gt;100.4) and other symptoms subside</td>
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<td>C. Employee/Student is not symptomatic BUT was in close contact with a person who tested positive for COVID-19</td>
<td>1. Receive clearance from Kirkwood’s COVID-19 exposure hotline AND 2. Self-isolate for 10 days without a COVID-19 test and no symptoms OR self-isolate for 7 days with a negative test within 48 hours of the end of quarantine</td>
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<tr>
<td>D. Employee/Student is not symptomatic BUT tests positive for COVID-19</td>
<td>Student/Employee needs to: 1. Self-isolate until the following things occur: a. Receive clearance from Kirkwood’s COVID-19 exposure hotline AND b. At least 10 days have passed since the positive test OR two consecutive negative tests more than 24 hours apart AND c. Continue with no symptoms (no cough or shortness of breath) since the test</td>
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<tr>
<td>E. Returning from abroad</td>
<td>1. Receive clearance from Kirkwood’s COVID-19 exposure hotline</td>
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