

Dickinson College COVID-19 Exposure Management Quarantine and Isolation Plan

The following process is used to identify and separate individuals who are exhibiting symptoms of COVID-19 (such as fever, cough, or shortness of breath) to mitigate further spread of the virus. Please see the CDC's website for a complete list of COVID-19 symptoms:

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>.

Individuals who exhibit any symptoms of COVID-19 will be advised to contact their healthcare provider. Students living on campus should contact the Wellness Center, while employees should contact an off-campus healthcare provider. Employees working on campus and students residing on campus must complete the daily symptoms tracker online.

This document presents policy information for employees in section I and for students in section II and will clarify information regarding isolation and quarantine. Quarantine separates a person who was in close contact with someone who is sick and/or has tested positive for COVID-19, while isolation separates a person who is sick and/or has tested positive for COVID-19. More information about quarantine and isolation can be found on the CDC's website:

<https://www.cdc.gov/quarantine/index.html>.

I. EMPLOYEES

Employees who are symptomatic should complete the daily Symptoms Tracker to indicate symptoms and follow their usual call-off protocol; the appropriate person from their department will inform Human Resource Services of their illness. The employee should then isolate at home and follow their healthcare provider's recommendations while awaiting test results. Prior to returning to work, the college may ask an employee to supply a statement from a healthcare provider explaining their illness and/or a Return to Work Authorization.

- A. If tested for COVID-19 and the result is negative, employees should remain at home until it has been 24 hours since the resolution of fever without the use of fever-reducing medications and there has been improvement in other symptoms (e.g., cough, shortness of breath). If symptoms persist or worsen, employees should contact their healthcare provider.
- B. If tested for COVID-19 and the result is positive (or if the employee has not been tested for COVID-19), employees should remain at home until all of the following criteria have been met:
 1. At least 10 days have passed since symptoms first appeared (20 days for individuals with severe/critical illness or who are severely immunocompromised).
 2. It has been at least 24 hours since resolution of fever without the use of fever-reducing medications.
 3. There has been improvement in other symptoms (e.g., cough, shortness of breath).
 4. If the employee tests positive but remains asymptomatic, the employee should remain home until it has been 10 days since the positive test result.
 5. Please note that these criteria may change over time and the most up to date guidelines can be found on the CDC's website. In addition, if the

Department of Health (DOH) has reached out to the employee, they will instruct the employee when to discontinue isolation.

- C. Any employee who has had close contact with someone who has tested positive for COVID-19 will be advised to quarantine at home and contact a healthcare provider if they become symptomatic. Close contacts currently consist of the following:
 - 1. Individuals with whom they were within 6 feet of for 15 cumulative minutes or more in a 24-hour period occurring within or after the 48 hours prior to symptom onset (or if asymptomatic, the 48 hours prior to being tested), regardless of whether face coverings were being worn.
 - 2. Close contact also includes being directly exposed to respiratory secretions (e.g., cough or sneeze).

- D. An employee who has not tested positive and remains asymptomatic should discontinue quarantine after 10 days have passed since their close contact with the person who tested positive, and/or when the Department of Health has instructed the employee to discontinue quarantine.
 - 1. Exception: If the person who tested positive is a household member and social distancing cannot be maintained (and/or if a bedroom is shared), the employee in quarantine should continue to quarantine until 10 days after their household member has been instructed to discontinue isolation or until it's safe for them to be around others in accordance with [CDC guidelines](#).
 - 2. Per CDC and PA Department of Health recommendations, quarantine can end after day 7 if a diagnostic specimen (e.g., RT-PCR, antigen) tests negative and is collected on day 5 or thereafter and the person remains asymptomatic.
 - 3. Although recommendations for the duration of quarantine have been reduced from 14 to 10 (or in some cases, 7) days, employees should continue to closely monitor their symptoms for 14 days and contact their healthcare provider if they develop symptoms.
 - 4. When contacted by the Department of Health, employees should request a copy of the state-provided letter confirming quarantine timelines and instructions for self and contacts and forward a copy to Human Resource Services to be filed confidentially.

- E. Any employee who has been asked to isolate or quarantine at home will have their card access deactivated, as they should not be leaving their residence or entering any on-campus buildings.

- F. Human Resources staff will follow up with employees who are symptomatic and/or have tested positive for COVID-19 to begin our campus exposure management process by asking for information about any close contacts within the Dickinson community.

- G. If an employee tests positive for COVID-19:
 - 1. Human Resource Services staff will follow up with close contacts who are Dickinson employees to encourage them to self-quarantine. The identity of the employee who is symptomatic will not be disclosed to close contacts.

2. Human Resource Services will alert Wellness Center staff about any close contacts, as appropriate, so this information can be relayed to the Department of Health and Wellness Center staff can follow up with close contacts who are students. As with employees who are close contacts, the identity of the employee who is symptomatic will not be disclosed to these students.
 3. The Department of Health will contact those with a positive COVID-19 test after receiving the result from the employee's healthcare provider, pharmacy, or laboratory that obtained the positive result. The time frame of this contact from the Department of Health will vary based on the number of cases they are experiencing, and high-risk cases will be prioritized.
 - a. If the employee is not contacted within a reasonable period of time, they should contact the Department of Health at 1-877-724-3258.
 - b. Employees should request a copy of the state-provided letter confirming quarantine timelines and instructions for self and contacts and forward a copy to Human Resource Services for inclusion in the employee's medical file.
- H. The above protocols for employees may vary depending on state guidelines for work within different settings on campus (e.g., DCCC protocols may instead follow state guidance for work in a childcare setting).

II. STUDENTS

Protocols and Procedures for Students Who Are Symptomatic

Students who are symptomatic will be asked to be tested at the Wellness Center and isolate (in housing provided by the College) as soon as possible. Students who are tested off-campus will receive follow up contact from Wellness Center staff (as indicated below).

A. Wellness Center Contact and Consent Procedures

Wellness Center staff will ask the student for a list of close contacts to begin our campus exposure management process, following current guidelines for contact tracing. Close contacts currently consist of the following:

1. Individuals with whom they were within 6 feet of for 15 cumulative minutes or more in a 24-hour period occurring within or after the 48 hours prior to symptom onset (or if asymptomatic, the 48 hours prior to being tested), regardless of whether face coverings were being worn.
2. Close contact also includes being directly exposed to respiratory secretions (e.g., cough or sneeze).

When a student is tested at the Wellness Center, staff will obtain consent from the student to share information about the student's symptoms, possible COVID-19 diagnosis, and test results with Residence Life & Housing staff and other relevant College personnel (i.e., members of the campus COVID-19 Team). If requested by the student, the Wellness Center will also inform the student's family members.

B. Residence Life & Housing Procedures

Residence Life & Housing staff will provide students who have COVID-19 symptoms with an isolation housing assignment.

1. Residence Life & Housing staff will drop off a key and a wagon outside of the student's residence to allow the student to move themselves. Assistance will be provided if needed.
2. Students should take only what they will need for 10-14 days, including any clothing, bedding, medication, toiletries, cooking utensils, dishes, groceries, etc.
3. Students will be provided with written instructions from the Wellness Center about isolating (see Appendix A) and told that they should not leave their isolation residence.
 - a. Students who are living in isolation housing will have their card access deactivated, as they should not be leaving their residence or entering any other on-campus buildings.
 - b. Any student who requires having groceries delivered, time-sensitive items in the mail room picked up, a small bag of clothing laundered, or other assistance while in isolation can be in touch with the Residence Life & Housing staff member who provided their isolation assignment.
4. Local students who prefer to transport themselves home (or have a family member willing to provide transportation) for the duration of their isolation will be allowed to do so, although this may not be advisable if (1) they do not have adequate access to food, medication, and other essential items, (2) if they would be living with individuals who are at increased risk of severe illness due to COVID-19, and/or (3) if they would be unable to adequately isolate themselves.
 - a. Students who choose to return home should remain in isolation housing until they can leave campus.

C. After-Hour Procedures

If students present with symptoms after hours and do not require emergency care, on-call staff should move forward with getting the student an isolation housing assignment as soon as possible and inform the Wellness Center. Wellness Center staff will follow up with the student and arrange for testing when the Wellness Center reopens.

D. Contact, Quarantine, and Isolation Procedures When a Student Tests Positive for COVID-19

Wellness Center staff will contact all students who are identified as close contacts of the student who has tested positive for COVID-19, including students who share an apartment/house/floor (which we will refer to as "pod members") with the student who has tested positive, to inform them of the exposure, arrange for testing at the Wellness Center as needed, and connect them with relevant College personnel to arrange for quarantine. The identity of the student who is symptomatic will not be disclosed to close contacts.

1. Pod members of the student who tested positive will need to quarantine but will be allowed to do so together in their current location as long as all pod members have a similar level of exposure to the student who has

tested positive. However, these students would still need to remain in their residential space, not go to class or the dining areas, and physically distance from each other as much as possible.

- a. If any pod members who are quarantining together tests positive, time spent in quarantine may be prolonged if physical distancing cannot be maintained and/or if bedrooms are shared. Please refer to the [CDC guidance](#) on quarantine for details.
 - b. Any student who prefers to be moved to a quarantine housing assignment in a separate location will be allowed to do so as long as there is space available.
2. Direct roommates and other close contacts of the student who has tested positive will be relocated to a quarantine housing assignment in a space with their own bedroom and a private bathroom (a shared bathroom is only acceptable if those sharing the bathroom have a similar level of exposure to the student who has tested positive, as is the case with pod members).
 3. Students will be provided with instructions from the Wellness Center about quarantining (see Appendix B) and told that they should not leave their quarantine residence.
 - a. Residence Life & Housing staff will assist students in quarantine in a manner similar to those in isolation, as indicated above.
 - b. Students who are quarantining will have their card access deactivated, as they should not be leaving their residence or entering any other on-campus buildings.
 4. Local students who prefer to transport themselves home (or have a family member willing to provide transportation) for the duration of their quarantine will be allowed to do so, although this may not be advisable if they do not have adequate access to food, medication, and other essential items, if they would be living with individuals who are at increased risk of severe illness due to COVID-19, and/or if they would be unable to adequately quarantine themselves.
 - a. Students who choose to return home should remain in quarantine housing until they can leave campus.
 5. Wellness Center staff will provide information to Human Resource Services about any employees who are identified as close contacts of the student who has tested positive, so they can be encouraged to self-quarantine. As with students who are close contacts, the identity of the student who is symptomatic will not be disclosed to these employees.
 6. Wellness Center staff will contact the Department of Health with any questions about decision-making regarding identifying or quarantining close contacts.
- E. Procedures if a Student is Symptomatic, But Tests Negative for COVID-19
 Students who are symptomatic can discontinue isolation if test results are negative and will be allowed to return to their room. They will be encouraged to limit contact with others until it has been 24 hours since resolution of fever without the use of fever-reducing medications and there has been improvement in respiratory symptoms (e.g., cough, shortness of breath). If symptoms persist or worsen,

students should contact the Wellness Center.

F. Procedures if a Student Tests Positive for COVID-19:

1. Wellness Center staff will notify the Department of Health of the positive case (if it has not already been reported) and provide any information obtained about close contacts if requested.
2. Wellness Center staff will inform close contacts and Residence Life & Housing staff of the positive test result to arrange for quarantine as indicated above.
3. If the student is not already in isolation housing, they will be moved to isolation housing (e.g., in cases where a student in quarantine later tests positive).
4. The Department of Health will follow up with the student who tested positive to advise about next steps and engage in formal contact tracing. The time frame of this contact from the Department of Health will vary based on the number of cases they are experiencing, and high-risk cases will be prioritized.

Any student who tests positive for COVID-19 should remain in isolation until all of the following criteria have been met and/or the Department of Health has instructed the student to discontinue isolation:

1. At least 10 days have passed since symptoms first appeared (20 days for individuals with severe/critical illness or who are severely immunocompromised).
2. It has been at least 24 hours since resolution of fever without the use of fever-reducing medications.
3. There has been improvement in other symptoms (e.g., cough, shortness of breath).
4. If the student tests positive but remains asymptomatic, the student should remain in isolation until it has been at least 10 days since the positive test result.
5. Please note that these criteria may change over time and the most up to date guidelines can be found on the CDC's website.

After the above criteria have been met, Residence Life & Housing staff will inform the student when they may return to their original pod.

G. Procedures for Asymptomatic Students in Quarantine

Any student in quarantine who has not tested positive and remains asymptomatic should discontinue quarantine after 10 days since their close contact with the person who tested positive and/or the Department of Health has instructed the student to discontinue quarantine.

1. Per CDC and PA Department of Health recommendations, quarantine can end after day 7 if a diagnostic specimen (e.g., RT-PCR, antigen) tests negative and is collected on day 5 or thereafter, and the person remains asymptomatic. Depending on the Wellness Center's ability to provide testing with a short turnaround time for results on day 5 or later, this option may be offered to students in quarantine.

2. Although recommendations for the duration of quarantine have been reduced from 14 to 10 days (or in some cases, 7), students should continue to closely monitor their symptoms for 14 days and contact the Wellness Center if they develop symptoms.

H. Follow-up Contact with Students in Isolation/Quarantine

Wellness Center staff will ask all students who are in isolation or quarantine to complete a daily symptom questionnaire and follow up by at least every other day. Students will have the option to indicate on their questionnaire that they would also like additional calls from the Wellness Center at any point (and also can reach the Wellness Center by phone through the patient portal). If there is a confirmed case of COVID-19, the Department of Health will also be following up with these students via a daily symptom screening and regular phone calls.

Follow up from Wellness Center staff for students in isolation/quarantine will include the following:

1. Informing the student if the Department of Health may also be reaching out.
2. Providing recommendations about how to access additional care if the student experiences worsening symptoms.
3. Informing students when they may discontinue isolation/quarantine (in consultation with the Department of Health as needed).
4. Informing students that they can request to speak to a counselor at the Wellness Center if additional emotional support is required.

Special circumstances

If a student is away from campus when symptoms arise and cannot transport themselves back to campus (or to their home), the student will be given the option to isolate at a hotel and/or see a healthcare provider where they are currently located. If transportation back to campus/home is required, guidelines for maintaining social distance and wearing CDC-recommended PPE should be followed as closely as possible when transporting.

A note about resuming asymptomatic testing following a positive COVID-19 test: For persons previously diagnosed with symptomatic COVID-19 who remain asymptomatic after recovery, retesting is not recommended within 3 months after the date of symptom onset for the initial COVID-19 infection. Therefore, anyone with a documented history of positive test or a presumed COVID-19 diagnosis from a healthcare provider will not be included in our COVID-19 Screening Program until it has been 90 days since the date of symptom onset (or their positive test result, if asymptomatic).

Visitors to Campus

Pre-approved visitors who are exhibiting any symptoms of COVID-19 (or who have had close contact with a positive case of COVID-19) are not permitted on campus.

Additional Comments

It is the college's expectation that students will comply with requests to isolate or quarantine (as well as all other aspects of the Campus Community Compact). Failure to do so could result in a referral to the conduct system and removal from campus. Employees who fail to comply with these procedures will be referred to Human Resource Services and may be subjected to disciplinary action.

Please note that the above protocol will be adapted should CDC and PA DOH recommendations for testing, quarantine, isolation, and/or contact tracing change in the future. The process of formal Contact Tracing will be conducted by the PA Department of Health; the college's process of Exposure Management is for those in the Dickinson community.