



NSCC COVID-19 Question Guidelines for Faculty and Staff

This information is subject to change based on the evolving understanding of COVID-19 and related public health guidance from the Centers for Disease Control and Prevention, the Ohio Department of Health, and the Henry County Health Department.

When should a learner refrain from coming to campus (coming to campus, advising appointment, etc.) in-person?

A learner should refrain from coming to campus if they have met any one of the following criteria:

- If they have symptoms associated with COVID-19
- If they have been directed by a physician or public health department to self-isolate for a period of time.
- If they have tested positive for COVID-19

Learners who have tested positive or who think they may have COVID-19 can return to in-person campus visits after:

- At least 10 days since symptoms first appeared **and**
 - At least 24 hours with no fever without fever-reducing medication **and**
 - Symptoms have improved
- If they have been in direct physical contact or close contact with someone who has been diagnosed with or tested positive for COVID-19
 - They were within 6 feet of someone who has COVID-19 for a total of 15 minutes or more,
 - They provided care at home to someone who is sick with COVID-19,
 - They had direct physical contact with the person (hugged or kissed them),
 - They shared eating or drinking utensils,
 - Someone sneezed, coughed, or got respiratory droplets on them

Learners who have come in direct physical contact with or close contact with someone who has been diagnosed with COVID-19 or tested positive for COVID-19 can return to in-person campus visits after:

- At least **14 days** have passed since exposure
- If you get tested and test negative for COVID-19 or feel healthy, you should **continue to quarantine the full 14 days**

Accommodations should be made for learners to make-up work if they are forced to miss class due to symptoms associated with COVID-19 or a directive by the health department.

What should you do if a learner tells you that they have met any of the criteria listed above?

Direct them to refrain from coming to campus, to take care of themselves, and to stay away from others. If they have an emergency warning sign (including trouble breathing), they should get emergency medical care immediately.

If they say that they have tested positively for COVID-19, ask them to provide confirmation of the test. Share the learner's name, their "N" number, the documentation they provided, and the course and section number (if applicable) via email to COVID-19@northweststate.edu. The College will work with the Henry County Health Department on next steps. The College may also initiate deep cleaning protocols to sanitize the affected area.

Do not share health information about another learner with the class. **Once the contact tracing process has started, the health department may contact other learners in the course if they need to quarantine themselves for a period of time.** Please be cognizant of any protected health information during this process. Accommodations to make-up class time or course work should be made for learners who have or who are suspected to have COVID-19. Similar accommodations should be made for learners who have been placed in quarantine by the health department.

How will learners be informed of possible COVID-19 exposure at NSCC?

If there is the possibility that one of your learners has been exposed to COVID-19 because they had close contact with someone on campus or in their class who has tested positive, they will be notified directly by the Health Department. Through contact tracing, the Health Department will assess and inform all persons who may be at risk and require quarantine and/or testing. In line with public health practices and medical and learner privacy laws, only those who would need to know about confirmed COVID-19 cases for personal health and safety reasons will be informed.

What to do if you test positively for COVID-19?

Contact your supervisor, who will work with you to find alternative arrangements for delivery of your course or service, as necessary. Also provide your supervisor with documentation of your positive test. Your supervisor will share this information along with your in-person class rosters to COVID-19@northweststate.edu.

Follow Health Department quarantine procedures and let your supervisor know when your quarantine period concludes. The health department will notify your learners and/or colleagues if a contact tracing investigation determines that additional steps are necessary to limit the spread of the virus.

If you have tested positive for COVID-19 and experience symptoms, you can safely be around others after:

- At least 10 days since symptoms first appeared **and**
- At least 24 hours with no fever without fever-reducing medication **and**
- Your symptoms have improved

Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If you are tested, you can be around others when you have no fever, respiratory symptoms have improved, and you receive two negative test results in a row, at least 24 hours apart.

If you were tested positive for COVID-19 but have no symptoms, you can be with others after:

- 10 days have passed since the test

If you develop symptoms after testing positive, follow the guidance above for those who test positive with symptoms.

What to do if you have been in direct physical contact or close contact with someone who has been diagnosed with or tested positive for COVID-19?

Contact your Dean, who will work with you to find alternative arrangements for delivery of your course, as necessary. Your Dean will share this information along with your in-person class rosters to COVID-19@northweststate.edu. Follow Health Department quarantine procedures and let your Dean know when your quarantine period concludes.

If you have been in direct physical contact or close contact with someone who has been diagnosed with or tested positive for COVID-19 you can safely be around others after:

- At least **14 days** have passed since exposure

For more information see the CDC website, [Get the Facts about the Coronavirus.](#)