

## QUICK REFERENCE GUIDE

### COVID -19

#### DEFINITIONS/RESPONSIBILITIES

(Updated May 18, 2021)

#### Applies to all Ottawa University Community Members:

- ✓ Continue to practice **Good Hygiene**
  - Wash your hands especially after touching frequently used items or surfaces
  - Avoid touching your face
  - Sneeze or cough into a tissue or inside your elbow
  - Disinfect frequently used items and surfaces as much as possible
  
- ✓ **\*\*\*NEW\*\*\*** If you have been **Fully Vaccinated**, you no longer need to wear a mask when on any of our campuses. If you are more comfortable continuing to wear a mask, we certainly invite you to do so.
  
- ✓ We expect all members of our campus communities (students, faculty and staff) to be **Fully Vaccinated** by the end of Summer 2021, prior to the opening of our Fall Terms. If you **HAVE NOT** yet been fully vaccinated, please continue to use a mask on our campuses until you are able to do so.
  - Specific exemptions do exist for those with medical conditions, hearing impairments, and for athletes as directed by coaches
  
- ✓ Any member of the community who **feels sick** should **stay home**
  - Don't go to work or school
  - Contact and follow the advice of your medical provider.
    - Stay home until you have been symptom free for 72 hours without the use of medications
  
- ✓ **Any member of the OU community who believes they have been DIRECTLY exposed to COVID-19 (whether confirmed or not)** should inform their designated CAMPUS COVID CONTACT TEAM/PERSON immediately (and their manager in the case of an employee) and cooperate in preparing a contact list of their direct contacts for notification.

If a member of the community is **DIRECTLY exposed or presents with symptoms of COVID-19**, the individual must quarantine immediately. Where possible, the individual should be tested for COVID-19.

Your designated CAMPUS COVID CONTACT TEAM/PERSON will steer you to the right place for testing – or you can contact your State or Local Health Department for more information. The PCR is the best viral test for accurate test result. **It is best to WAIT 5 days minimum, from known exposure, before being tested.**

*It typically takes 5 days or so (from exposure) for symptoms to present themselves and/or for an individual to become infected with the virus.*

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**CDC DEFINITION OF “DIRECTLY EXPOSED” or “CLOSE CONTACT”:** Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

**Pursuant to CDC Guidelines, if the individual is over the age of 65 or has underlying medical condition, they are encouraged to work with the University to explore alternatives that best suit their needs as we work through issues with COVID-19. For employees, they should discuss with their Manager, who will work with Human Resources, to define a plan that best works for the employee in their role with the University.**

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## **QUARANTINE INSTRUCTIONS**

### **Negative Test Result - Tested Due to Direct Exposure:**

When an individual is directly exposed to a person who has tested positive for COVID-19, they must quarantine for **10-days** from date of exposure even **IF** they themselves have tested a minimum of 5 days after the date of exposure and the test result was negative.

*NOTE: The diagnostic COVID-19 test does not prove an individual is positive or negative at the time the test is administered. A negative test does not indicate immunity or past infection. An individual can become infected after the test is administered so be aware of and monitor symptoms throughout the entire 10-day quarantine.*

### **Negative Test Result - Tested Due to Symptoms:**

When an individual is tested due to present symptoms but has had NO KNOWN exposure to a COVID positive case, individual should quarantine until they are at least 72-hours symptom free.

### **Positive Test Result – Tested Due to Symptoms:**

An individual who tests positive must quarantine for at least **10-days** post symptom onset and until 72-hours symptom free.

### **Positive Test Result – No symptoms:**

An individual who tests positive but has no symptoms must quarantine for at least **10-days** post-test date. If any symptoms appear during the 10- day period, individual must quarantine for 10-days post symptom onset and until 72-hours symptom free.

### **Not Tested – Direct Exposure/No Symptoms:**

An individual who is directly exposed to a person who has tested positive for COVID-19, and does NOT get tested themselves, must quarantine for 14 days from exposure and be symptom free prior to returning to their work/school normal routine.

### **Not Tested – Direct Exposure/Develops Symptoms:**

An individual who is directly exposed to a person who has tested positive for COVID-19, does NOT get tested themselves, and develops symptoms during the quarantine period, should seek direction from a medical provider to determine next steps. In all cases the individual must quarantine for 14 days from exposure and be symptom free for 72 hours prior to returning to their work/school normal routine.

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## CDC GUIDANCE related to QUARANTINE RULES for Individuals who have 1) Previously Tested Positive for COVID-19; or 2) Have been fully Vaccinated for COVID-19: Individuals who:

- Have tested positive for COVID-19 within the past 3 months and recovered do not have to quarantine or get tested again as long as they do not develop new symptoms.
- Develop symptoms again within 3 months of their first bout of COVID-19 may need to be tested again if there is no other cause identified for their symptoms.
- Have been in close contact with someone who has COVID-19 are not required to quarantine if they have been fully Vaccinated against the disease within the last 3 months and show no symptoms.

Individuals who have previously Tested Positive for COVID-19 (follow CDC Guidelines above).

Individuals who have been Fully Vaccinated for COVID-19 (follow CDC Guidelines above)

Fully vaccinated = once 14 days have passed since receiving the final vaccine dose.

## DOMESTIC TRAVEL

Ottawa University supports the following CDC guidelines when traveling for work domestically. Follow these CDC recommendations upon your return (April 27, 2021):

- **If possible, delay travel until you are [fully vaccinated](#).**
- Fully vaccinated travelers are less likely to get and spread COVID-19.
- People who are fully vaccinated with an FDA-authorized vaccine or a vaccine authorized for emergency use by the World Health Organization can travel safely within the United States:
  - Fully vaccinated travelers do not need to get tested before or after travel unless their destination requires it
  - Fully vaccinated travelers do not need to self-quarantine
- Fully vaccinated travelers should still follow CDC's recommendations for traveling safely including:
  - Wear a mask over your nose and mouth
  - Stay 6 feet from others and avoid crowds
  - Wash your hands often or use hand sanitizer

## INTERNATIONAL TRAVEL

Ottawa University supports the following CDC guidelines if you choose to travel internationally. Follow these CDC recommendations upon your return (May 10, 2021):

- You should continue to follow CDC's recommendations for traveling safely and get tested 3-5 days after travel.
- You do NOT need to get tested before leaving United States unless your destination requires it.
- You do NOT need to self-quarantine after arriving in the United States.