

[Back-to-Campus Preparedness Plan.](#)

Step 1: Self-Monitoring and reporting. This is continuous. Employees and students have a responsibility to monitor their own health during this pandemic period, and report to their supervisor (employees) or Public Safety (students) at when they feel sick or have one of the symptoms listed below. **Contact Public Safety at COVID19.Health@anokaramsey.edu or COVID19.Health@anokatech.edu if you test positive for COVID-19, a student reports a positive test to you, or if you have questions on self monitoring or reporting.** Reporting possible exposure or symptoms to your primary healthcare provider is advisable, and in some cases you may be asked to go to a testing center by your healthcare provider. Other means of notification include the **Minnesota COVID-19 helpline at 651-297-1304 or 1-800-657- 3504**, websites, County Public Health or MDH. If you are sick, staying home is important, but always ask your healthcare provider for guidance.

When you are sick:

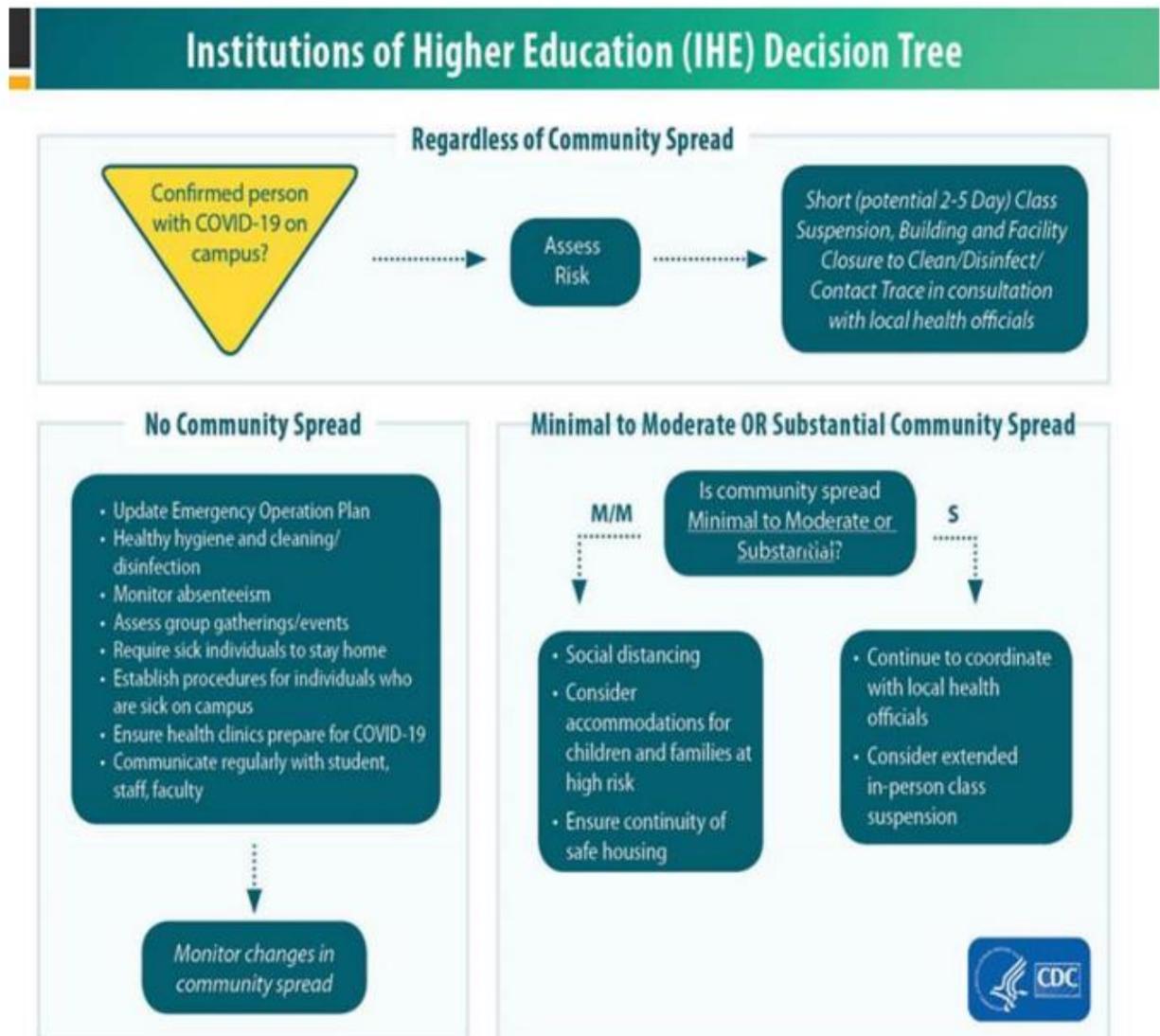
Possible Scenarios: You report that you were in close contact with someone with confirmed COVID-19 (like a person in your household), but you are NOT sick. Self-monitor and quarantine. Contact your healthcare provider; and stay home, separate yourself from others in your household, and do not share anything (e.g., utensils, phone) for 14 days.¹

Employees contact HR, students contact Public Safety.

- Work from home if you can. Notify your supervisor (employees) and students (notify Public Safety)
- Self-monitor for 14 days. If you become sick (fever, cough, shortness of breath, chills, headache, muscle pain, sore throat, or loss of taste or smell), continue to stay home and contact your healthcare provider for further guidance
- Return to work after 14 days if you do not develop symptoms. You report that you are sick with COVID-19 symptoms such as fever, cough, shortness of breath, chills, headache, muscle pain, sore throat, or loss of taste or smell, but have NOT been tested for COVID-19. OR You are sick and your health care provider told you that you have COVID-19 (based on a lab test or symptoms).
- Stay Home; isolate
- Separate yourself from others in your household, do not share anything (e.g. utensils, phone) and stay at home for at least: 10 days symptom free, and for 24 hours with no fever (without fever reducing medicine) and improvement of respiratory symptoms (cough, shortness of breath) whichever is longer.
- Continue to work from home if you can
- If confirmed, contact your supervisor (employees) **and Public Safety (for students)**

NOTE: It is also important to remind students and staff that if a person feels sick for any other reason they should stay home until those symptoms subside. This is consistent with general recommendations of staying home when sick.

The policy of ATC and ARCC is to follow Minnesota Department of Health (MDH) and local health department guidance and direction on informing workers if they have been exposed to a person with COVID-19 on campus (generally in close contact with someone for an aggregate 15 minutes or more), and requiring them to quarantine for the required amount of time. MDH is the lead agency for confirmed cases of COVID-19. They will enact contact tracing and our campus will assist in their investigation of a confirmed case. Reports of a confirmed case of COVID-19 should be made to supervisors and to Public Safety at COVID19.Health@anokaramsey.edu or COVID19.Health@anokatech.edu.



Short-term dismissals for school and extracurricular activities as needed (e.g., if cases in staff/students) for cleaning and contact tracing are likely outcomes of a confirmed case. MDH will notify the President’s Office when a confirmed case has been identified in the college’s student/employee population. If it

involves a cluster of three or more students or on campus spread, a portion of the campus may be closed down, applicable signage and flow plans will be followed to prevent access to that area until deep cleaning and disinfecting has taken place. Further direction will be provided by Public Safety working in liaison with our community partners for a successful recovery plan involving a confirmed case.

In addition, MDH will partner with the college on:

- ✓ Contact tracing.
- ✓ Notification of contacts.
- ✓ Notifications to student bodies/campus communities.
- ✓ Press releases.
- ✓ Recommendations and duration of dismissal IF warranted.
- ✓ Ensuring access to contact lists of attendees of courses and other events. MDH will provide further guidance on measures to ensure a safe work environment following a confirmed case of COVID-19. The college will protect the privacy of students/workers' health status and health information following HIPAA and privacy act guidelines.

Students:

- ✓ If positive contact Public Safety using the COVID 19 email: Covid19.Health@anokaramsey.edu or Covid19.Health@anokatech.edu if that is not successful, contact Clifford.Anderson@anokaramsey.edu or **call CAMPUS COVID line at 612-437-5335**
- ✓ We ask students to provide a courtesy notification to their instructor, especially if they are expected for face to face classroom or clinical site
- ✓ We ask students to make contact with their provider for health-related questions
- ✓ We have the students fill out the COVID positive worksheet so we can help out MDH for their case investigation
- ✓ Often, the student will notify instructors and Public Safety before MDH contacts them formally
- ✓ Public Safety helps determine 10-day self-isolation; and this is confirmed with MDH
- ✓ Return date is established and communicated to the student and instructor
- ✓ Contact tracing is conducted by MDH and Public Safety; notifications will be through Public Safety with a courtesy copy provided to the instructor, especially in cases where 14-day quarantine are mandated for close contact

Cliff