



# COVID-19 TESTING & WHAT TO EXPECT

## TEST DAY PROCEDURE

- COVID-19 testing will typically occur in the Erma Byrd Gallery on the 3<sup>rd</sup> floor of Rigglesman Hall.
- Make sure you are wearing a face covering appropriately when you arrive and that you maintain at least six feet of distance between you and others at all times. Please arrive on time for your appointment.
- The testing procedure should take less than twenty minutes to complete.
- Upon your arrival at the Erma Byrd Gallery, you will check in for your test. You will be asked to provide your Live Safe App Daily Health Check results for that day, your UC ID, and asked if you have had anything to eat, drink, smoke, vape, or have chewed gum in the last thirty minutes. You will then be assigned to a specific table to complete your test.

After your test is complete, you will place your testing vial inside a biohazard bag, seal the bag and drop it in the collection box as you exit out of the East side of the Erma Byrd Gallery. Once you have tested you can continue with your requirements for the day.

## AFTER TESTING

- The results of your test should be known in 48 – 72 hours from your test date. You will receive a copy of the results to your UC email or other email account that you used to create your Vault testing account. The University and HEPC will also receive a copy of your test results.



## Students and Employees with a Positive Test Result

Students and employees with a positive test result will be contacted by a member of the Virtual Command Center with further instructions on self-isolation and to begin contact tracing procedures. Please respond to the instructions and questions within that email as soon as possible.

All individuals with a positive test result will be considered **High Risk** and as such, they will not be allowed to return to campus or if living in University housing, they will be moved to dedicated isolation spaces on campus until the period of isolation has ended. The period of isolation will begin on the person's test date and will continue 10 days. For example, if you complete the COVID test on February 23, 2021 and your results come back on February 25, 2021, then your isolation period will begin on February 23, 2021 since you were positive on that date. Barring any symptoms, fever, or other signs of COVID-19 infection, the individual will remain isolated for ten (10) full days, and be permitted to return to normal campus activity on the eleventh (11<sup>th</sup>) day, which would be March 5, 2021.

## CONTACT TRACING

While COVID-19 is a highly contagious disease, the best evidence indicates that the disease is unlikely to spread through casual interactions where everyone is wearing a mask and socially distanced.

The goal of contact tracing is to identify, through a series of interviews, those individuals who have had close contact with someone who tests positive for COVID-19. This process supports the patient and warns contacts of exposure in order to stop chains of transmission. Through the contact tracing process others who may have come into contact with the person who tested positive are identified, notified, and informed of any actions that may be required. One required action that may be directed by the health department or the University is to self-quarantine.

- Representatives from the local health department may contact the student or employee who tested positive and conduct a case investigation and initiate contact tracing.
- The University will complete a contact tracing process and determine if there is a need to decontaminate a specific area or implement any additional mitigation measures on campus.



- While performing the contact tracing process at the University, separate from the health department's efforts, the University will make a risk level assessment for required communications in accordance with the CDC and with standards of care for employers. This will require contacting individuals who may have had close contact with the positive test person:
  - While the person was symptomatic
  - During the 48 hours prior to the person becoming symptomatic or an asymptomatic person testing positive
  - If asymptomatic, between the date of estimated exposure and date of diagnosis or quarantine

## **When is Self-Quarantine Required?**

- You must self-quarantine if you feel ill or have COVID-19 symptoms or have had close contact with someone who tests positive for COVID-19.
- You must also self-quarantine at home, or if living on campus quarantine in your room, or as directed by the Virtual Command Center, if you are otherwise identified through contact tracing to be in a High or Medium Risk category of exposure. You will be notified by either the health department or the University if you are subject to this quarantine.
- Until a formal case investigation and contact tracing can be completed, all individuals who are known or suspected to have been in close contact with anyone diagnosed with COVID-19 should undergo up to a 14-day self-quarantine/self-monitoring period. In these situations, Close Contact with a person diagnosed with COVID-19 includes:
  - Having been less than 6 feet from this person for a period of at least 15 minutes
  - Providing care at home for this person
  - Having direct physical contact with this person (touched, hugged, kissed or had intercourse with them)
  - Sharing eating or drinking utensils
  - Being sneezed on, coughed on or otherwise impacted by respiratory droplets from this person
- Please note that this is current guidance and can/will be updated as needed going forward.
- The risk level of all individuals identified during the contact tracing process will be evaluated for further communication by the local health department and/or the University.



- The University will contact individuals identified through this process. Individuals determined to be High, Medium and Low Risk individuals through the University's contact tracing process will be notified of their exposure by the University Virtual Command Center.
- The University will ask for consent to disclose the name of the person with a positive test result to these individuals. If consent is granted, the positive test result person's name may be shared in the notice given to those individuals identified in the High, Medium and Low Risk categories of exposure. If consent is not given, the person will not be named in the notice to others, but information concerning the individual's potential exposure will still be provided.
- Contacts of contacts (e.g., secondary contacts), or brief contacts with a person diagnosed with COVID-19, are generally not considered to be at high risk of infection. Therefore, unless the health department identifies that a specific situation warrants further action, contact tracing and communication will stop at those individuals identified in High, Medium or Low Risk categories based on current guidance.
- Individuals who are asked to self-quarantine on or off campus will have the option to complete a COVID PCR test on day seven (7) of quarantine. If those results are negative and the person has not developed symptoms, then the person will be released from quarantine on day ten (10). The Virtual Command Center will communicate with individuals in quarantine regarding the specific dates and instructions for testing or release.

All individuals in quarantine must receive a release email from the Virtual Command Center to return to in-person classes, activities, or work.

## **What to do if you Test Positive or are Directed to Self-Quarantine**

- Contacted by the University - For students and employees required to be tested, the University will know the results of your test and will know if you require isolation after a positive test. The Virtual Command Center and as appropriate Residence Life will reach out to you to assist you with instructions.
- Contacted by the Health Department - Students or employees directed to self-quarantine by the health department due to known or suspected exposure to COVID-19 (at initial Return to Campus testing or anytime during the semester) are required to notify the University.






- Students and employees should answer the exposure question on the LiveSafe app Daily Health Check as “Yes”. Students may also notify Virginia Moore directly at [virginiamoore@ucwv.edu](mailto:virginiamoore@ucwv.edu) and employees may notify Janice Gwinn directly at [janicegwinn@ucwv.edu](mailto:janicegwinn@ucwv.edu).
  - Individuals who meet the criteria for close contacts will be directed to self-quarantine and monitor for symptoms. They may be released from quarantine if they have no symptoms after a 14-day period or as otherwise directed by the health department. Once a student or employee has been released from quarantine status, the daily LiveSafe app Daily Health Check questions may be answered “No” to allow for clearance to Return to Campus activities.
    - All students and employees self-quarantining should continue to report their current daily status through the LiveSafe app health survey. Student Life will work with students on procedures for quarantine and return to class.
    - Human Resources will work with employees on procedures for quarantine and with Supervisors on return to work guidance.
    - Managers, supervisors, and all employees will make every effort to protect the privacy and confidentiality of all students and employees during any efforts to identify potential close contacts.

## ONGOING HEALTH CHECKS

The University will continue to monitor the health of the UC community throughout the year through:

- Symptom monitoring as reported daily through the LiveSafe app Daily Health Check and daily temperature screening in all campus buildings.

- The LiveSafe App  is available on  and 
- Please choose the University of Charleston after you download the app or access the survey online at <https://livesafe.jotform.com/201875272837867>
- You will need to enter your first name, last name and your UC email address
- Please answer the survey questions and click on submit

- Ongoing testing for those participating in athletics in accordance with the Return to Play plan and MEC conference guidelines.
- Required testing as required by the state or as necessary based on symptoms or indicators.



## **COVID-19 MONITORING**

Testing is only one part of a multifaceted strategy to diminish the spread of COVID-19. Ongoing daily symptom monitoring, health surveys, temperature screenings, wearing masks, maintaining physical distancing and observing all University policies will help us mitigate our UC community risk. We will monitor positive cases within the UC community, watch local and regional trends, and continue to work with local health officials to determine if any additional containment or mitigation strategies are required as we move forward.