



## **Policy Regarding Confirmed Covid Positive and Suspected Cases**

This policy has been drafted under the guidance of the Bridgeport Department of Public Health and the Connecticut State Community College System and is in line with current state guidance.

This policy will be adjusted as information changes and further guidance is given.

1. If a student, faculty or staff member is experiencing Covid related symptoms and report it, they are required to produce a negative test before returning back to campus. Negative tests from students should be submitted to Kim McGinnis-Dean of Students and from faculty/staff to Marlene Cordero-HR Regional Manager.
2. Students reporting a positive case should report to Kim McGinnis-Dean of Students. Faculty/staff should report to Marlene Cordero-HR Regional Manager. Kim and Marlene then must report both cases to Mario Pierce, Covid Coordinator. The positive individual will be required to quarantine for a minimum of 10 days prior to returning to campus. They are not required to produce a negative test to return to campus as Covid positive individuals will test positive for a while after contracting the virus. We highly encourage students and faculty/staff that are strictly remote for the semester and test positive to still report their cases. These numbers will be tracked separately from those who test positive and are active on-site community members.
3. All reported positive cases submitted to Mario Pierce will be reported to the Bridgeport Department of Public Health as well as the Department of Public Health of the town/city from which the individual lives. The Department of Public Health will then proceed with contact tracing. Every situation is different and will be reviewed on an individual basis. In general, an individual will only be considered a close contact of a Covid positive case if they have spent more than 15 cumulative minutes within six feet distance from the individual who tested positive. Close contacts will also arise from



reported improper mask usage and improper social distancing. It is therefore extremely important that we are diligent about following our Covid safety protocols.

4. The following information will be necessary to collect and submit to the DPH when reporting a positive case: Name, address, and phone number of positive individual, date of when they were last on campus and where, and any close contacts from HCC as determined by above parameters and reported information pertaining to case. This includes class rosters if masks were not worn or social distancing not followed and any club rosters from student events/activities if safety protocols were also not adhered to. HCC leadership team will assist Mario Pierce in collecting the required information for submission.
5. Additional measures including a program/department going temporarily remote or even a campus wide restriction will be reviewed in conjunction with recommendations from the Department of Public Health, Campus Leadership and System Office.
6. A weekly community email will go out on Mondays regarding the current campus Covid status, counts, and other related information.

If you have any questions, please contact Mario Pierce, Associate Dean of Campus Operations/Covid Coordinator at [mpierce@housatonic.edu](mailto:mpierce@housatonic.edu) or 203-332-5015.