

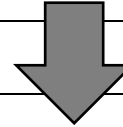
FUHS COVID-19 Response Plan - Scenario 2 - Employee is a Close Contact

An employee lives in a household with or has had close contact with someone diagnosed with COVID-19.

A Close Contact is defined as someone who was within 6 feet of the infected person for at least 15 minutes at any time beginning 2 days before the infected person had symptoms or tested positive.

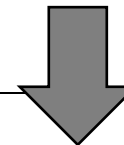
Employee

1. If you have had COVID-19 within 90 days of becoming a close contact you do not need to quarantine but, continue to monitor your symptoms.
2. If you are at work, immediately isolate and ensure you are wearing your mask. Notify Site COVID-19 Designee and go home as soon as possible.
3. Isolate at home and do not go to work.
4. Monitor health and contact doctor if symptoms appear.
5. Get a COVID-19 test: (a) Immediately if symptomatic or (b) in 6 days after exposure if not symptomatic.
 - Whether experiencing symptoms or not, it is important to follow the [Home Isolation & Quarantine Guidelines](#) while awaiting tests results.
6. Contact Site COVID-19 Designee when test results are received.
 - If positive, follow [Home Isolation & Quarantine Guidelines](#).
 - If negative and earlier than 6 days after last exposure, get tested again at or after 6 days.
 - If negative after 6 days from last exposure, no additional testing is needed. Quarantine may end after 10 days, if not experiencing symptoms. Continue to monitor for COVID19 symptoms.
7. Contact Site COVID-19 Designee to discuss return to work plan. (May return to work no sooner than the 10-day quarantine and 24 hours after symptom improvement.)



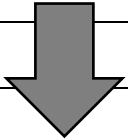
Site COVID-19 Designee

1. If employee is at work, immediately ensure that employee is isolated and they are wearing their mask, and send them home as soon as possible.
2. Provide quarantine instructions to employee.
3. Instruct employee to get tested: (a) Immediately if symptomatic or (b) in 6 days after exposure if not symptomatic.
 - Request immediate contact from employee when test results are available.
4. Immediately notify HR and District COVID-19 Designee via phone and email by sharing the employee questionnaire Google doc.
5. Provide employee with close contact email follow-up.
6. Contact the Facilities Manager to ensure disinfecting process is followed and Facilities Department has been notified.
7. Ensure employee stays home for entire quarantine period.
8. Track test results.
9. Discuss test results with employee when received:
 - If test is positive: Provide isolation advice to employee (10 days), Initiate Close Contact Tracking Questionnaire, Contact HR and District COVID-19 Designee, and send required forms and letters for communication.
 - If test is negative, ensure 10-day quarantine, if not experiencing symptoms.
10. Discuss return to work with employee and confirm with HR and District COVID-19 Designee.



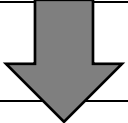
Facilities Manager

1. Facilities Manager immediately notifies Facilities Department of possible exposure.
2. Facilities Department confirms required disinfecting protocols with Facilities Manager and Site COVID-19 Designee.



Human Resources: John Dwyer, Director for Classified OR Paula Robinson, Director for Certificated

1. Check details of the close contact case when Site COVID-19 Designee makes contact.
2. As needed, discuss employee remote work/leave plan with Site COVID-19 Designee.
3. Connect with Site and District COVID-19 Designee regarding test results, quarantine requirements, and remote work/leave plan.



District COVID-19 Designee: Trudy Gross, Associate Superintendent

1. Confirm with HR and Site COVID-19 Designee that instructions have been provided for quarantine until test results are known.
2. Confirm required [disinfecting protocols](#) with Facilities Department.
3. Provide Site COVID-19 Designee with forms and letters for communication.

Site COVID-19 Designees:

CHS	FHS	HHS	LHS	MVHS	Adult Ed	Ed Ops	DO
Steve Puccinelli	Paula Mockler	Brian Dong	Susan Rocha	Janice Chen	Liz Ambra	Laura Gonzales	Trudy Gross
408-366-7374	408-522-2489	408-522-2511	408-366-7707	408-366-7607	408-522-2739	408-522-2292	408-522-2203

Facilities Managers:

CHS	FHS	HHS	LHS	MVHS	Adult School, Ed Ops & DO
Josh Kiernan	Paulo Brasil	Toby Mockler	Edgar Duenas	Eddy Medal	Erik Walukiewicz
408-366-7301	408-522-2469	408-522-2529	408-366-7733	408-366-7633	408-522-2256

CLOSE CONTACT QUARANTINE GUIDELINES FOR FULLY-VACCINATED OR UNVACCINATED INDIVIDUALS

Following the direction of the CDC and CDPH, the County of Santa Clara Public Health Department has issued new quarantine guidance.

When quarantine is NOT required:

*Vaccinated individuals are not required to quarantine after being exposed to a case if they meet **ALL** the following criteria:*

- *Are fully vaccinated;*
- *Have not had any COVID-19 symptoms since the COVID-19 exposure; and*
- *Are not an inpatient or resident in a healthcare setting or facility.*

Fully vaccinated individuals should still monitor themselves for symptoms for 14 days after exposure and follow [Home Isolation & Quarantine Guidelines](#) if symptoms develop.

When quarantine IS still required:

- *Fully vaccinated individuals experiencing COVID-19 symptoms after being exposed.*
- *Individuals who are not fully vaccinated, even if they are not experiencing COVID-19 symptoms.*

