
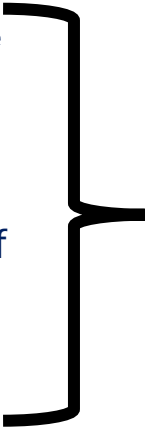
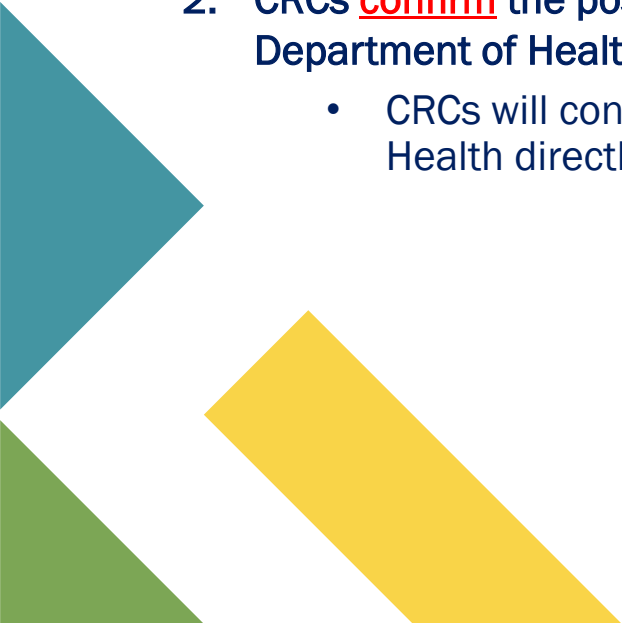


COVID-19 Positive Case Protocols

Commack UFSD

Positive Case Protocols: Steps 1 & 2 Details

- 
1. School administration contacts COVID Response Coordinators (CRCs) with a **possible** positive case.
 - Why “possible?” – The District experienced being incorrectly informed of a positive case!
 2. CRCs **confirm** the positive case with the Department of Health.
 - CRCs will contact the Department of Health directly to confirm the case.

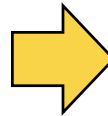


Schools should be prepared to provide the following information when notifying CRCs of a possible positive case:

- Name
- DOB
- Last date of attendance in school
- Date of test, if known
- Date of results, if known
- A-Day or B-Day student? Everyday?
- Bus Rider?
- Other Activity? (e.g. SCOPE, Wilson Tech)
- Special education student?

Positive Case Protocols: Steps 3 – 5 Details

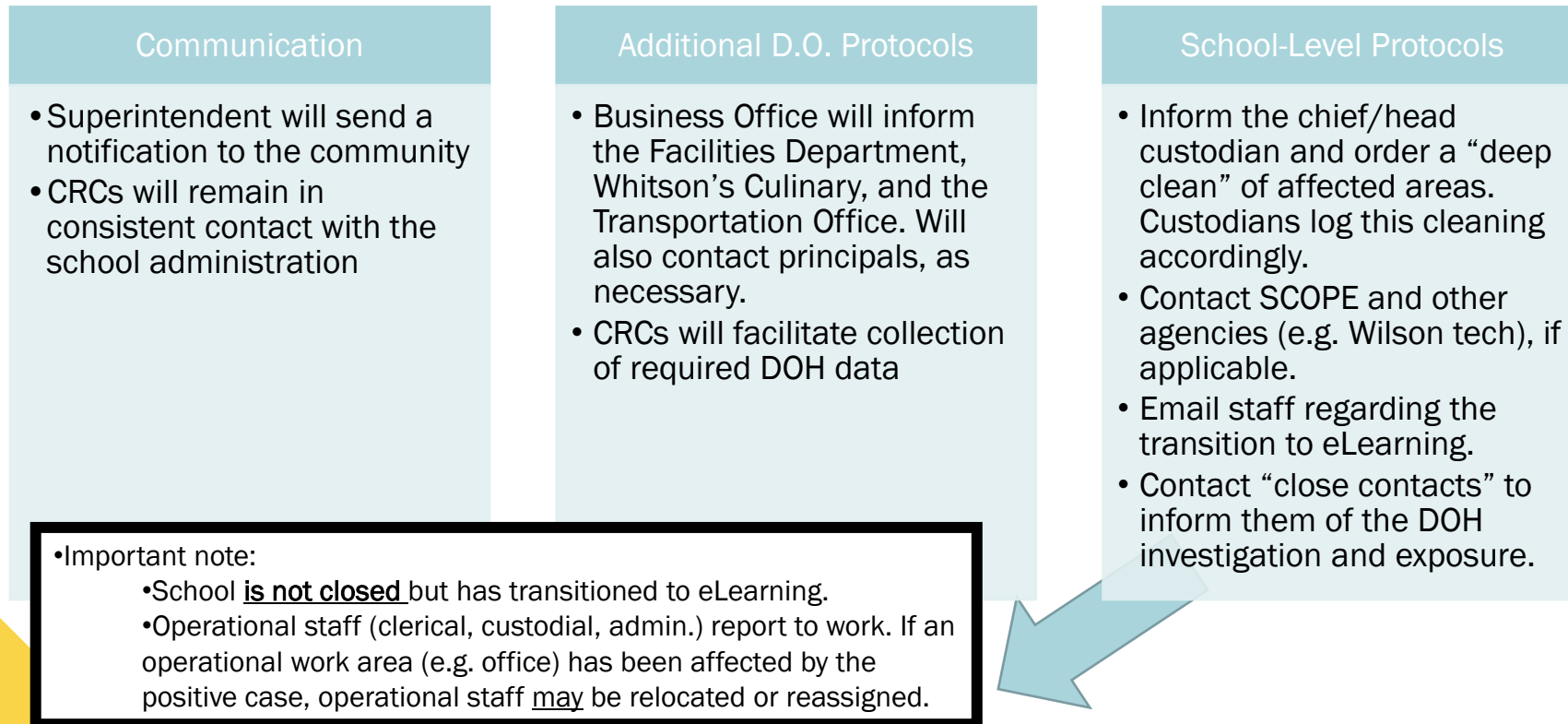
3. CRCs inform Superintendent and **Cabinet convenes** immediately.
4. Additional information about the case is gathered and **School Closure Protocols** are referenced.
5. A **determination** regarding closure is made (usually within an hour or two of notifying District Office).



Preliminary Closure Protocols		
Conclusion of Investigation	During Investigation	Post Investigation
One (1) confirmed case	Close Classroom and/or School, transition to eLearning	If possible, the school will reopen post-investigation; with affected classrooms remaining closed and all exposed (within 6 ft. or less) staff and students quarantined for 14 days.
Two (2) or more confirmed cases linked together in school, in the same classroom	Close Classroom and/or School, transition to eLearning	If possible, the school will reopen post-investigation; with affected classrooms remaining closed and all exposed (within 6 ft. or less) staff and students quarantined for 14 days.
Two (2) or more confirmed cases linked together in school, in different classrooms	Close school building, transition to eLearning	If possible, the school will reopen post-investigation; with affected classrooms remaining closed and all exposed (within 6 ft. or less) staff and students quarantined for 14 days.
Two (2) or more confirmed cases linked together by circumstances outside of school (i.e., acquired infection by different setting and source)	Close school building, transition to eLearning	If possible, the school will reopen post-investigation; with affected classrooms remaining closed and all exposed (within 6 ft. or less) staff and students quarantined for 14 days.
Two (2) or more confirmed cases not linked but exposure confirmed for each outside of school setting	Close school building, transition to eLearning	If possible, the school will reopen post-investigation; with affected classrooms remaining closed and all exposed (within 6 ft. or less) staff and students quarantined for 14 days.
Two (2) or more confirmed cases where the link is unable to be determined	Close school building, transition to eLearning	School closes for 14 days

Positive Case Protocols: Step 6 Details

6. **Communication** to the community occurs, **additional District Office protocols** enacted, and school administration begin **school-level protocols** (e.g. cleaning, transition to eLearning).



Positive Case Protocols: Steps 7 & 8 Details

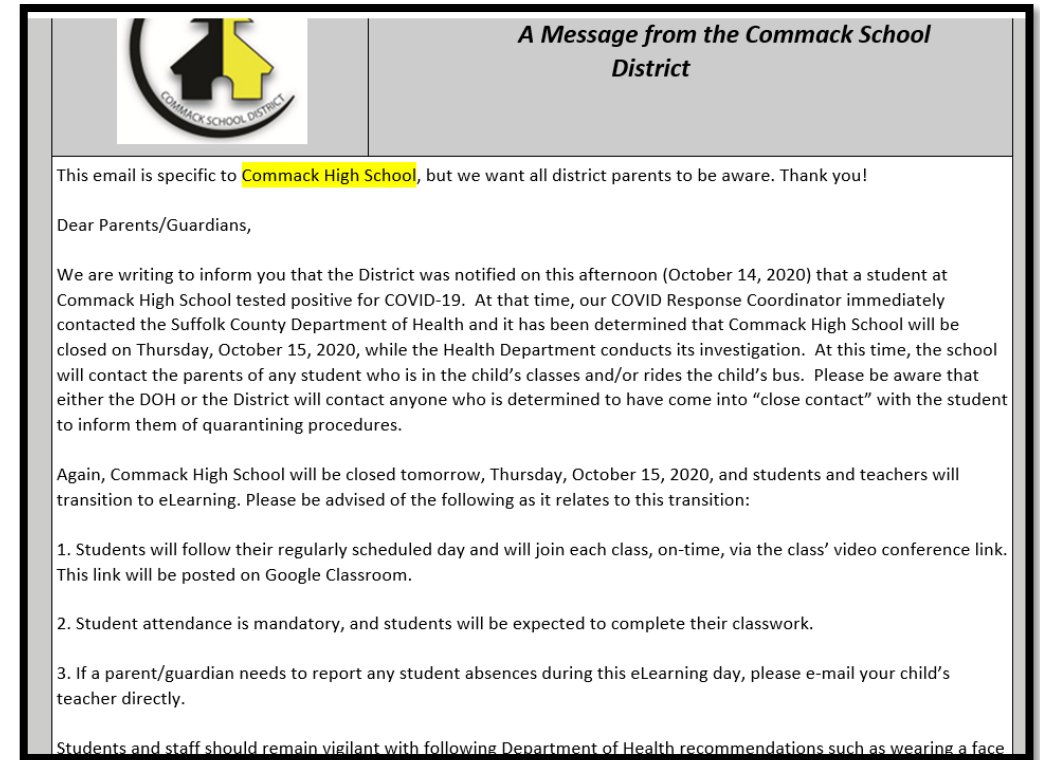
7. Schools work with CRCs to collect **Department of Health School Information** and **Contact Tracing Information**, to submit for DOH investigation.
 - Schools will remain closed until the DOH provides its recommendations.
 - The **School Information** is due to the CRCs by 9:30a.m. the next day.
 - CRCs and school administration will review the **School Information**, revise as necessary, and CRCs will submit to the DOH.
 - **Contact Tracing Information** is due by end of the next day.

8. DOH conducts **“Panel” review** of the case and **provide recommendations** to the District.
 - The “Panel” of healthcare and medical professionals meets daily during the week.
 - A 48-hour “look back” from the last day the positive case was in attendance is necessary. School Information must reflect both days during this time period (unless it’s a day when school is not attendance).

	A	B	C
1	Complete the following sections for each COVID positive cases		
2	Section 4: In-class activities and exposures - Positive Student		
3	1	Provide the following information for each class/session student attended for all the days he/she was present in the school since the start of infectious period start date: <i>Ex: Monday 9-9.45 AM – English; Monday 10-10.45 - Geography</i>	
4		Duration of the class	
5		Number teachers who interacted with the positive student	
6		Number students present in the class	
7	2	For each class/room the student was present, provide the following:	
8		Maximum capacity of the class	
9		Size of the room in sq. footage	
10		Height of the ceiling	
11		Seating arrangement (social distancing enforced?)	
12		Mask wearing enforced during the class?	
13		Ventilation: were the windows and doors open during the class?	
14		Ventilation – air condition: What is the MERV rating?	
15			

Positive Case Protocols: Steps 9 and 10 Details

9. Recommendations reviewed by Cabinet and a course of action is determined.
- Those who were in contact with the positive case during the 48-hour “lookback” period will **likely be quarantined for 14-days from the exposure date** (the last day the positive case was in attendance).
 - The District will follow the DOH recommendations.
10. Communicate and implement accordingly.
- The District will prepare a communication to the community regarding the DOH recommendations.
 - The CRCs will remain in communication with principals.
 - The school administration will again reach out to “close contacts” to inform them of the DOH recommendations and the ensuing Contract Tracing efforts by the DOH.



Instruction During Quarantine

Important notes:

Instructional Program(s) for Quarantined Students Varies for a Multitude of Reasons:

- What Students are Quarantined
- In What Courses are they Enrolled
- Are the Teachers Quarantined, or
- Are they Teaching Non-Quarantined Students?
- And Much MORE

The instructional program will vary depending how many students are quarantined, whether the teacher(s) are quarantined, the courses in which the affected students are enrolled, and more

Elementary Example

- Quarantined
 - Student Cohort (12)
 - Teacher(s)
 - Lunch Monitor
 - Bus Drive, Passengers (varying factors)
- Instructional Program
 - Teacher and Affected Cohort Transition to eLearning (teacher teaches via Zoom from home)
 - Counterpart Cohort – teacher Zooms into classroom from home (sub teacher is in classroom for support and supervision).

Secondary Example

- Quarantined
 - Student Cohort plus non-cohort students that were deemed by the DOH to have had close proximate contact
 - Any staff member that was in close contact for more than 2 hours (or in compromised social distancing situations).
 - Bus Driver, Passengers (varying factors)
- Instructional Program
 - Affected Students Transition to Virtual Learning
 - Google Classroom
 - Videos
 - When Possible and Appropriate, 3 p.m. to 5 p.m. Direct Teacher Instruction/Support

**To Report a Positive Case When School
Offices are Closed or for
Questions E-Mail:**

**jcox@commack.k12.ny.us or
minforna@commack.k12.ny.us**