RESPONDING TO COVID

San Mateo County Community College District
Provide health expertise to inform SMCCD in delivering current, sound, evidence-informed practices.

• Ensure the District community is knowledgeable about COVID-19 symptoms, transmission, relevant protocols, and updated CDC guidance.

• Review and update Health and Safety plan as necessary to related processes and procedures.

• Monitor and ensure compliance with health and safety procedures.

• Communicate COVID-19 related health information with San Mateo County public health for guidance and determination.

• Ensure adequate PPE is available and that all staff are trained in its use.
Definition Overview

- Exposure
- Close Contact
- Quarantine
- Isolation
EXPOSURE

• A potential exposure *means being a household contact of having close contact within 6 feet of an individual for greater than 15 minutes* (prolonged and community exposure) with confirmed or suspected COVID-19

• Use of facial coverings does not impact exposure determination per San Mateo County Health Department.

• The timeframe for having contact with an individual includes the period of 48 hours before the individual became symptomatic
CLOSE CONTACT

Having close contact within 6 feet of an individual for greater than 15 minutes with confirmed or suspected COVID-19.

The timeframe for having contact with an individual includes the period of 48 hours before the individual became symptomatic or tested positive.
Exposure Risk Level

- **“Low”** risk means persons were in minimal contact with the individual and do not need to quarantine or isolate.

- **“Mid”** means persons came into contact with the individual for a long enough duration or were at close enough proximity to require self-quarantine at home.

- **“High”** risk means that there is a high probability persons who came into contact with the individual were exposed to the virus. The Health Branch Director and County Health will instruct these persons on actions to take.
Quarantine refers to the practice of separating individuals who have had close contact with someone with a contagious disease such as COVID-19 from others. This is meant to interrupt disease transmission as people can be contagious before they develop symptoms and in the case of COVID-19 can be contagious without ever developing symptoms. People who are in quarantine should stay home until it is safe for them to be around others. They should stay home, separate from others, and monitor their health.

Isolation is used to separate people infected with a contagious disease (such as those who are sick with COVID-19 and those who have tested positive for COVID-19 but do not have any symptoms) from people who are not infected. People who are in isolation should stay home until it is safe for them to be around others. In the home, sick/infected individuals should separate themselves from others by staying in a specific “sick” room or area and using a separate bathroom if available.
PHYSICIAN RELEASE FORM

• ALL STUDENTS, STAFF, AND FACULTY MEMBERS MUST PROVIDE A PHYSICIAN RELEASE FORM (PRF) TO THE HEALTH BRANCH DIRECTOR PRIOR TO RETURNING TO DISTRICT GROUNDS
SUSPECTED CASE OF COVID-19 INFECTION

In the absence of a more likely diagnosis:

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<thead>
<tr>
<th>At Least 1 of the following criteria</th>
<th>OR At Least 2 of the following criteria</th>
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<tbody>
<tr>
<td>• Fever (temperature ≥ 100.4°F / 38°C or subjective fever) AND cough (new or change in baseline)</td>
<td>• Fever (temperature ≥ 100.4°F / 38°C or subjective fever)</td>
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<tr>
<td>• Fever (temperature ≥ 100.4°F / 38°C or subjective fever) AND shortness of breath or difficulty breathing (new or change in baseline)</td>
<td>• Chills</td>
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<td>• New loss of taste or smell (i.e., new olfactory or taste disorder)</td>
<td>• Repeated shaking with chills (rigors)</td>
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<td>• Painful purple or red lesions on the feet or swelling of the toes (“COVID toes”)</td>
<td>• Cough (new or change in baseline)</td>
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<td>• Pneumonia (or clinical exam or imaging)</td>
<td>• Shortness of breath or difficulty breathing (new or change in baseline)</td>
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<td>• Acute Respiratory Distress Syndrome (ARDS)</td>
<td>• Chest pain with deep breathing</td>
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<td>• Sore throat</td>
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<td>• Hoarseness</td>
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<td>• Muscle pain (myalgias)</td>
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<td>• Malaise or fatigue</td>
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<td>• Abdominal pain</td>
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<td>• Loss of appetite</td>
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<td>• Nausea</td>
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<td>• Vomiting Diarrhea</td>
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<td>• Headache</td>
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<td>• Alerted mental status (e.g., confusion)</td>
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<td>• Conjunctivitis or “pink eye”</td>
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<td>• Rash</td>
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Emergency Action Plans for Suspected or Confirmed COVID-19 Cases

NINE SCENARIO BREAKDOWNS
### Scenario Overview

| Scenario I | A student, staff, or faculty member answers “YES” during the Health Screening |
| Scenario II | A family member or someone in close contact with a student or employee (outside of the school community) tests positive for COVID-19. |
| Scenario III | A student or employee exhibits COVID-19 symptoms on District Grounds and has mode of transportation |
| Scenario IV | A student or employee exhibits COVID-19 symptoms on District Grounds and **DOES NOT** have mode of transportation |
| Scenario V | A student or employee develops COVID-19 symptoms **48 HOURS AFTER** leaving District Grounds |
| Scenario VI | A student or employee develops COVID-19 symptoms **WITHIN 48 HOURS AFTER** leaving District Grounds |
| Scenario VII | A student or employee tests positive for COVID-19. (If on District Grounds within last 14 Days) |
| Scenario VIII | A student or employee tests negative for COVID-19 after having symptoms, without any positive or symptomatic cases in household. |
| Scenario IX | A student or employee tests negative for COVID-19 after being in close contact to a COVID-19 positive household member |
Campus Isolation Locations

- **Skyline College:**
  - Building 7 Room 104
  - Athletics

- **College of San Mateo/ District Office:**
  - Building 1 Room 155
  - Press Box

- **Canada College:**
  - Building 9 Room 152
  - Team House 1: Building 33
### SCENARIO 1

**A student, staff, or faculty member answers “YES” during the Health Screening**

<table>
<thead>
<tr>
<th>Emergency Action Plan</th>
<th>Line of Communication</th>
<th>Isolation/Quarantine Parameters</th>
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<tbody>
<tr>
<td>• Deny access to campus</td>
<td>• Notify Access Group Supervisor (if at access point)</td>
<td>• Stay home until it’s safe for to be around others. In the home, anyone sick or infected should separate themselves from others by staying in a specific “sick room” or area and using a separate bathroom (if available).</td>
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<tr>
<td>• Recommend to get tested.</td>
<td>• Notify supervisor if past Access Point</td>
<td>• Stay at home until after 10 days since symptoms first appeared and at least 24 hours with no fever without fever reducing medication, and symptoms first appeared.</td>
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<tr>
<td>• Send home with “Prevent the Spread of COVID-19 if You are Sick (CDC)”</td>
<td>• EOC to proceed with incident management.</td>
<td>• If you have tested positive for COVID-19 but do not have symptoms stay at home until after 10 days have passed since your last exposure test.</td>
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<tr>
<td>• See Isolation / Quarantine Parameters</td>
<td>• HBD documents pertinent contact tracing information for public health officials.</td>
<td>• Must provide Physician Release Form (PRF) to Health Branch Director (HBD) prior to retuning to District Grounds</td>
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</tbody>
</table>
A family member or someone in close contact with a student or employee (outside of the school community) tests positive for COVID-19.

**Emergency Action Plan**
- Instruct to stay home, or to leave campus.
- Recommend to get tested.
- Provide with “Prevent the Spread of COVID-19 if You are Sick (CDC)." 
- See Isolation / Quarantine Parameters.

**Line of Communication**
- Notify supervisor.
- Supervisor will contact HBD.
- EOC to proceed with incident management.
- HBD documents pertinent contact tracing information for public health officials.
- Notify unions per MOU.
- Notify Facilities Branch for decontamination request if individual was on campus after potential exposure.

**Isolation/Quarantine Parameters**
- Stay home, separate themselves from others, monitor their health, and follow directions from their local health department, primary care, or the Health Branch Director.
- Stay home until at least: 72 hours have passed since resolution of fever without the use of fever reducing medication AND
- Improvement in respiratory symptoms (if present) AND
- At least 14 days have passed since exposed to COVID-19, or 10 days since developing COVID-19 symptoms.
- Must provide Physician Release Form (PRF) to Health Branch Director (HBD) PRIOR to retuning to District Grounds.
**SCENARIO 3**

**Emergency Action Plan**
- Individual with symptoms is instructed to leave District Grounds
- Provide with “Prevent the Spread of COVID-19 if You are Sick (CDC)
- If serious illness, call 911.
- Decontaminate workstation or isolate workstation and relocate operation (site must be preapproved)
- See Isolation/Quarantine Parameters

**Line of Communication**
- Notify supervisor
- Supervisor will contact HBD
- EOC to proceed with incident management.
- HBD documents pertinent contact tracing information for public health officials.
- Notify Facilities Branch for decontamination request

**Isolation/Quarantine Parameters**
- Stay home until it’s safe for to be around others. In the home, anyone sick or infected should separate themselves from others by staying in a specific “sick room” or area and using a separate bathroom (if available).
- Stay at home until after 10 days since symptoms first appeared and at least 24 hours with no fever without fever reducing medication, and symptoms first appeared.
- If you have tested positive for COVID-19 but do not have symptoms stay at home until after 10 days have passed since your last exposure test.
- Must provide Physician Release Form (PRF) to Health Branch Director (HBD) prior to retuning to District Grounds

A student or employee exhibits COVID-19 symptoms on District Grounds and has mode of transportation
### SCENARIO 4

**Emergency Action Plan**

- Individual with symptoms is instructed to leave Instruction/Workspace
- If serious illness, call 911.
- Instruct individual to wait outside for transportation to arrive
- OR Instruct individual to move to the Campus Isolation Room (See Below)
- Decontaminate workstation or isolate workstation and relocate operation (site must be preapproved)
- See Isolation/Quarantine Parameters
- Provide with “Prevent the Spread of COVID-19 If You are Sick (CDC)"

**Line of Communication**

- Notify supervisor
- Supervisor will contact HBD
- EOC to proceed with incident management.
- HBD documents pertinent contact tracing information for public health officials.
- Notify unions per MOU
- Notify Facilities Branch for decontamination request

**Isolation/Quarantine Parameters**

- Stay home until it’s safe for to be around others. In the home, anyone sick or infected should separate themselves from others by staying in a specific “sick room” or area and using a separate bathroom (if available).
- Stay at home until after 10 days since symptoms first appeared and at least 24 hours with no fever without fever reducing medication, and symptoms first appeared.
- If you have tested positive for COVID-19 but do not have symptoms stay at home until after 10 days have passed since your last exposure test.
- **Must provide Physician Release Form (PRF) to Health Branch Director (HBD) prior to retuning to District Grounds**
### SCENARIO 5

**Emergency Action Plan**

- Recommend to get tested
- If serious illness, call 911
- See Isolation/Quarantine Parameters
- Provide with “Prevent the Spread of COVID-19 if You are Sick (CDC)

**Line of Communication**

- Notify supervisor
- Supervisor will contact HBD
- EOC to proceed with incident management.
- HBD documents pertinent contact tracing information for public health officials.

**Isolation/Quarantine Parameters**

- Stay home until it’s safe for to be around others. In the home, anyone sick or infected should separate themselves from others by staying in a specific “sick room” or area and using a separate bathroom (if available).
- Stay at home until after 10 days since symptoms first appeared and at least 24 hours with no fever without fever reducing medication, and symptoms first appeared.
- If you have tested positive for COVID-19 but do not have symptoms stay at home until after 10 days have passed since your last exposure test.
- **Must provide Physician Release Form (PRF) to Health Branch Director (HBD) prior to returning to District Grounds**
**SCENARIO 6**

**Emergency Action Plan**
- Recommend to get tested
- If serious illness, call 911
- Decontaminate workstation or isolate workstation and relocate operation (site must be preapproved)
- See Isolation/Quarantine Parameters
- Provide with “Prevent the Spread of COVID-19 if You are Sick (CDC)"

**Line of Communication**
- Notify supervisor
- Supervisor will contact HBD
- EOC to proceed with incident management.
- HBD documents pertinent contact tracing information for public health officials.
- Notify unions per MOU
- Notify Facilities Branch for decontamination instructions

**Isolation/Quarantine Parameters**
- Stay home until it’s safe for to be around others. In the home, anyone sick or infected should separate themselves from others by staying in a specific “sick room” or area and using a separate bathroom (if available).
- Stay at home until after 10 days since symptoms first appeared and at least 24 hours with no fever without fever reducing medication, and symptoms first appeared.
- If you have tested positive for COVID-19 but do not have symptoms stay at home until after 10 days have passed since your last exposure test.
- **Must provide Physician Release Form (PRF) to Health Branch Director (HBD) prior to retuning to District Grounds**
## SCENARIO 7

### Emergency Action Plan
- Individual sent home if not already isolated
- If serious illness, call 911
- Decontaminate workstation or isolate workstation and relocate operation (site must be preapproved)
- See Isolation/Quarantine Parameters
- Provide with “Prevent the Spread of COVID-19 if You are Sick (CDC)"

### Line of Communication
- Inform supervisor
- EOC to proceed with incident management.
- HBD documents pertinent contact tracing information for public health officials.
- Notify unions per MOU
- Notify Facilities Branch for decontamination instructions

### Isolation/Quarantine Parameters
- Stay home until it’s safe for to be around others. In the home, anyone sick or infected should separate themselves from others by staying in a specific “sick room” or area and using a separate bathroom (if available).
- Stay at home until after 10 days since symptoms first appeared and at least 24 hours with no fever without fever reducing medication, and symptoms first appeared.
- If you have tested positive for COVID-19 but do not have symptoms stay at home until after 10 days have passed since your last exposure test.
- **Must provide Physician Release Form (PRF) to Health Branch Director (HBD) prior to retuning to District Grounds**
A student or employee tests negative for COVID-19 after having symptoms, without any positive or symptomatic cases in household.

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| • Individual may return to school 72 hours after either of the following:  
1. Resolution of fever and improvement of other symptoms  
2. Two negative COVID tests in a row, at least 24 hours apart, without any symptoms | • Inform supervisor of negative case  
• EOC to proceed with incident management.  
• Notify Facilities Branch for decontamination instructions | • Individual may return to school 72 hours after resolution of fever and improvement of other symptoms.  
• Must provide Physician Release Form (PRF) to Health Branch Director (HBD) prior to returning to District Grounds |
### SCENARIO 9

**Emergency Action Plan**

- Individual must remain in quarantine for a full 14 days after last contact with a person who has COVID-19
- OR individual must remain in quarantine for the duration that the COVID-19 positive person in the same household has to remain in quarantine if able to keep social distance.
- OR if individual is unable to maintain social distance from the COVID-19 positive person in their household, then they must stay in quarantine for 14 days after the ill person has met the criteria to end home isolation.
- Provide with “Prevent the Spread of COVID-19 if You Are Sick (CDC)

**Line of Communication**

- Inform supervisor of negative case
- EOC to proceed with incident management.
- Notify Facilities Branch for decontamination instructions

**Isolation/Quarantine Parameters**

- Individual must remain in quarantine for a full 14 days after last contact with a person who has COVID-19
- OR individual must remain in quarantine for the duration that the COVID-19 positive person in the same household has to remain in quarantine if able to keep social distance.
- OR if individual is unable to maintain social distance from the COVID-19 positive person in their household, then they must stay in quarantine for 14 days after the ill person has met the criteria to end home isolation.
- Must provide Physician Release Form (PRF) to Health Branch Director (HBD) prior to returning to District Grounds

A student or employee tests negative for COVID-19 after being in close contact to a COVID-19 positive household member.