

## **Employees or Students in Close Contact with COVID Symptomatic or Positive Tested Individual**

---

**If an employee or student has been in close contact with an individual who is symptomatic or has had a positive COVID-19 test result, Kellogg Community College will follow this protocol.**

### **Definitions per Communicable Disease Control (CDC) guidance:**

Close contact, per CDC guidelines, is defined as:

- Any individual who was less than six feet away from an infected person (COVID-19 laboratory-confirmed or a clinical diagnosis) for a cumulative total of 15 minutes or more over a 24-hour period.

Symptoms of Covid, per CDC guidelines are defined as (source is [here](#)):

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

People are considered **up-to-date** with their COVID-19 vaccines, per CDC guidelines:

- Two weeks after their second dose in a two-dose series, such as the Pfizer or Moderna vaccines, and a booster dose of either Pfizer-BioNTech or Moderna at least five months after the last dose in their primary series
- Two weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine and a booster dose of either Pfizer-BioNTech or Moderna at least two months after the first dose of J&J/Janssen COVID-19 vaccine

### **Steps to Take Per CDC Guidance:**

- If the employee or student has been notified that they have been in direct contact with a COVID-19 positive person:
  - If you are **up-to-date** with your COVID-19 vaccines or you had confirmed COVID-19 within the last within the last 90 days:
    - You do not need to quarantine unless symptoms develop and must wear a well-fitting mask when around others for 10 days from the date of your last close contact
      - If symptoms develop, isolation is required
  - If **fully vaccinated** but not up-to-date or **not vaccinated**:
    - Stay home and quarantine for at least five full days
    - Get tested at least five days after you last had close contact
      - Quarantine can end on day six if a diagnostic COVID-19 PCR or antigen test is negative (not an antibody, i.e. blood test) and if no symptoms were reported during daily monitoring. The specimen may be collected

## **Employees or Students in Close Contact with COVID Symptomatic or Positive Tested Individual**

---

and tested on day six or thereafter. Monitoring for symptoms should continue through day 10. If symptoms develop, the person should isolate and get retested.

- If you live with someone who is COVID-19 positive and are unable to separate living space:
  - The person will begin their quarantine period immediately and continue throughout the isolation period of the person with COVID-19 AND needs to continue the quarantine for an additional five days starting the day after the end of the isolation for the person with COVID-19.
    - Get tested at least five days after the end of isolation of the infected person that lives with them
  - If you have symptoms, immediately self-isolate and contact your local public health authority or health care provider
  - Wear a well-fitted mask, stay at least six feet from others, wash your hands, avoid crowds and take other steps to prevent the spread of COVID-19.

### **Notification Procedures:**

- Employees:
  - Contact your supervisor and the COVID Compliance Coordinator at [covid@kellogg.edu](mailto:covid@kellogg.edu) or 269-565-2807 when you are notified of close contact
  - Work with supervisor to determine if remote work is possible
  - If employee receives a notification of close contact as defined above, the College will require the employee to remain offcampus during the quarantine period
- Students:
  - Contact the COVID Compliance Coordinator at [covid@kellogg.edu](mailto:covid@kellogg.edu) or 269-565-2807 when you are notified of close contact
    - The College will request that students voluntarily self-quarantine and will restrict the student from attending in-person classes and learning activities or accessing the campus during the quarantine period
    - Contact your instructor(s)

If the employee or student has a concern about possible exposure:

- Contact your health care provider and follow the directions provided by the health care professional