

Response Scenarios

General Notes:

1. Not all scenarios can be planned. These are the assumed most likely scenarios. The LCCC Response Team consisting of Jessie Blair, Tammy Maas, and James Miller is in place to quickly resolve any unforeseen scenarios and provide further instructions.
2. In all instances of a suspected or positive case of COVID-19 it is **CRITICAL** to maintain confidentiality. This includes any identifying terms like position or even student/staff/faculty when discussing relevant items, such as a supervisor working with plant to determine closures.
3. In any instance of a positive case of COVID-19 on campus, the COVID Response Team and/or local health officials will be involved in determining the correct course of action.
4. The COVID Response Team and/or local health officials will conduct campus contact tracing and inform individuals who have had a prolonged close contact with a positive case.
5. Any instance of an employee testing positive for COVID-19 will require an investigation per OSHA to determine if the illness is work related.
6. During any quarantine time an employee will be instructed to work from home if possible and students will be advised to continue schoolwork with synchronous education if possible.
7. When in doubt, employees or students should be instructed to return home for quarantine and/or contact a health professional and await further instructions regarding your return to work or class from the COVID Response Team or local health officials.



Employee Scenarios

Employee has symptoms on the health screening

1

Employee informs supervisor

- a. Supervisor instructs the employee to stay home & work from home if possible
- b. Supervisor informs HR

2

Employee returns to work when fever free for 24 hours without medication and other symptoms have improved or the employee provides a negative COVID test* result or as otherwise instructed by County Health or the COVID Response Team .

Employee has had prolonged close contact (within 6' for more than 15 mins. cumulative, whether in one instance or multiple brief exposures) with or is caring for someone who has tested positive for COVID-19.

(Note: This is a "Fail" on the health screening)

1

If the individual you had close contact with lives in Laramie County you may be contacted by County Health or the COVID Response Team via contact tracing with specific instructions. Other counties/states may be different.

2

Employee informs supervisor

- a. Supervisor instructs the employee to stay home & work from home if possible
- b. Supervisor informs HR

3

Employee follows instructions from County Health or the COVID Response Team. In the event contact tracing didn't come from County Health or the COVID Response Team, Employee will quarantine for 14 days.

4

Employee will be in contact with HR regarding return to work.

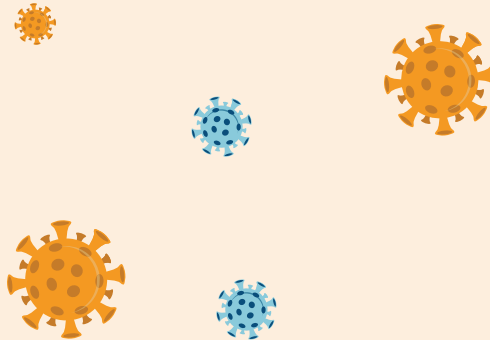
* The current recommendation for testing individuals who have been quarantined is to test no sooner than 5 days after exposure.



Employee has had prolonged close contact (within 6' for more than 15 mins. cumulative, whether in one instance or multiple brief exposures) with someone who is being tested for COVID-19 and is awaiting results.

1

If the individual tests positive, the employee may be contacted through the COVID Response Team or County Health with specific instructions.



Employee develops symptoms while at work and is ok to travel home.

1

Supervisor immediately separates the employee from other employees

2

Employee is sent home

3

Supervisor notifies HR of the action

4

If possible, the individual's work area and personal items should be left untouched until the individual returns.

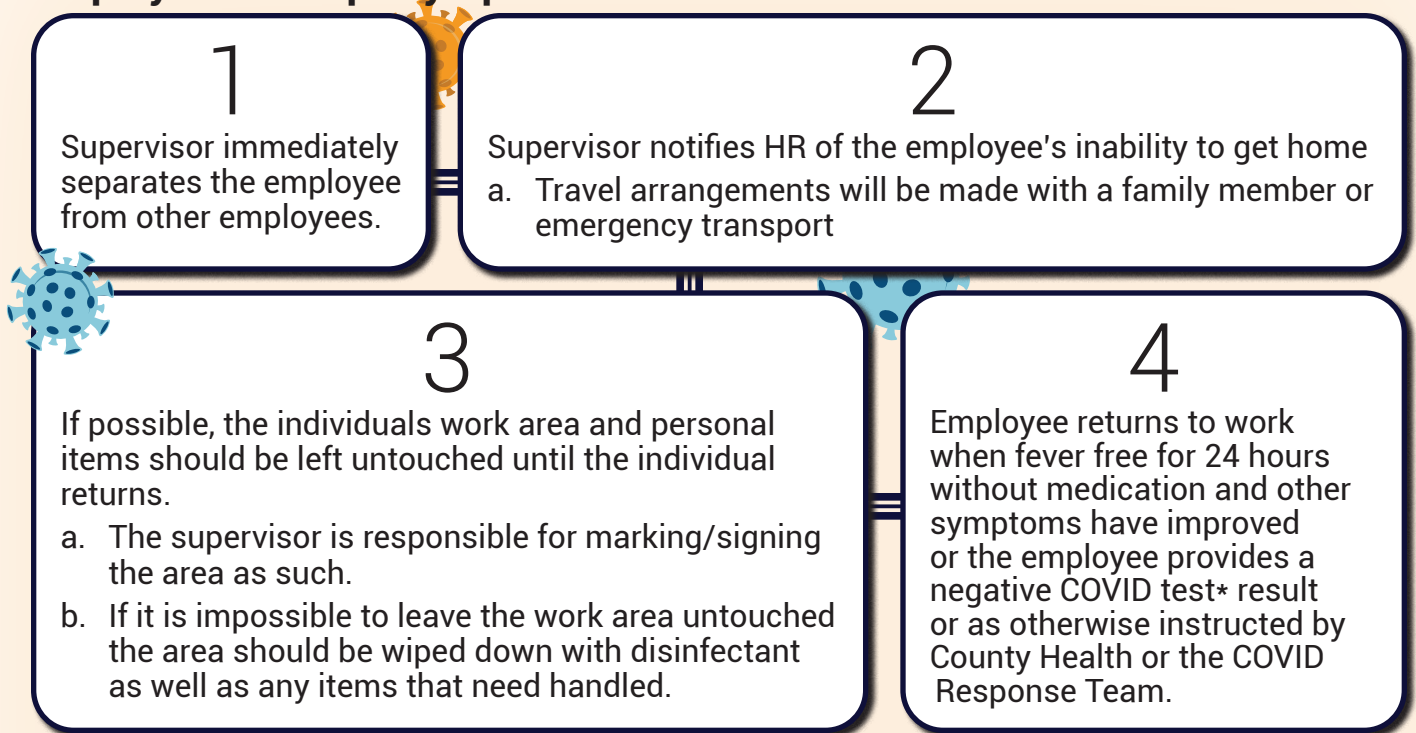
- a. The supervisor is responsible for marking/signing the area as such.
- b. If it is impossible to leave the work area untouched the area should be wiped down with disinfectant as well as any items that need handled.

5

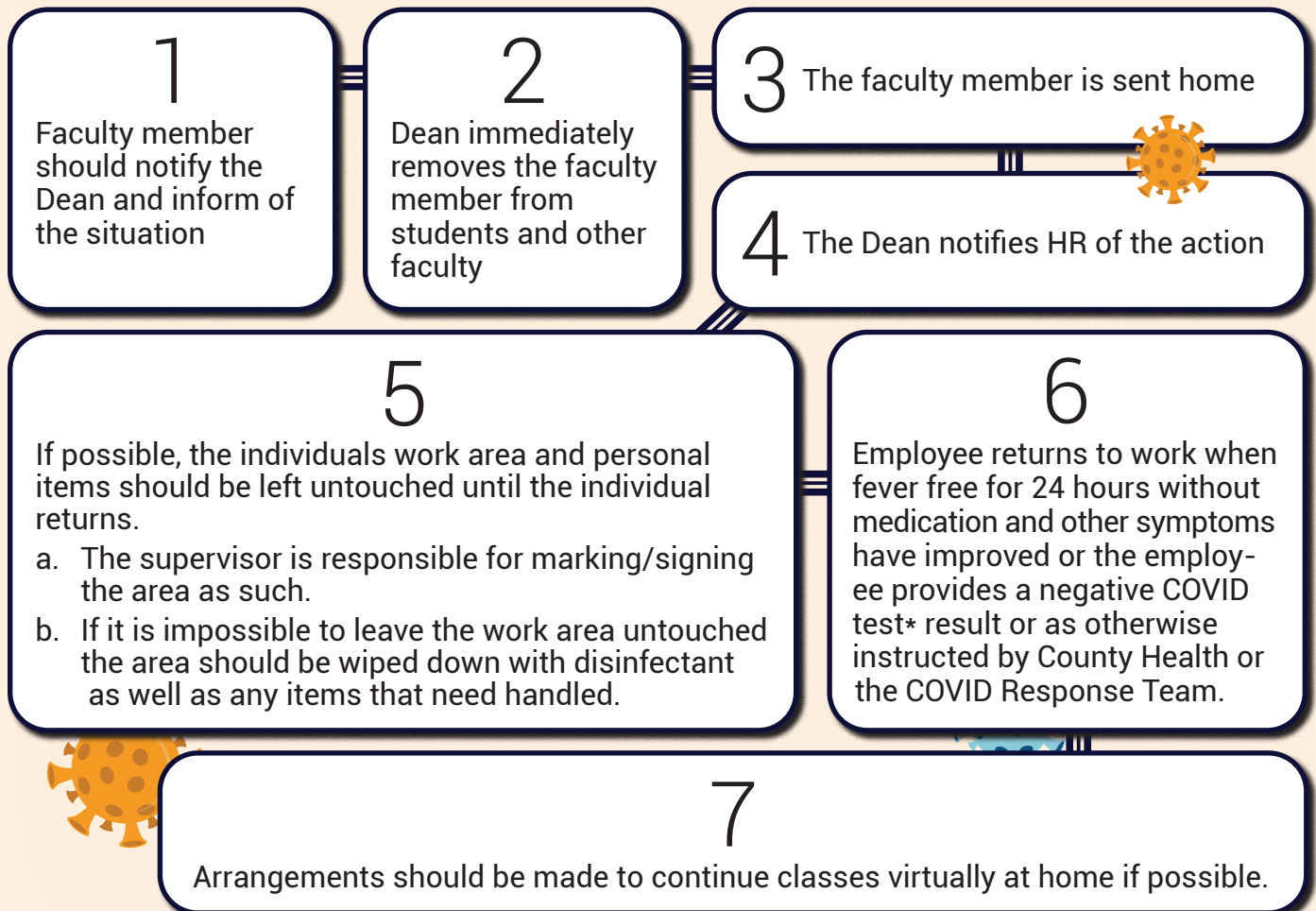
Employee returns to work when fever free for 24 hours without medication and other symptoms have improved or the employee provides a negative COVID test* result or as otherwise instructed by County Health or the COVID Response Team.



Employee develops symptoms while at work and is not ok to travel home.



Faculty member develops symptoms while at work.



* The current recommendation for testing individuals who have been quarantined is to test no sooner than 5 days after exposure.

Student Scenarios

In reference to self-isolation and quarantining in the student section, it is expected that students living in the residence halls will isolate in the residence halls. Self-isolation rooms have been set aside for "if needed" and a procedure is in place for assisting any individuals in self-isolation.

Student has symptoms on the health screening

1

Student contacts the Dean of Students**

- a. Student will be instructed to stay home
 - i. Dean of Students will notify instructors
 - ii. School work will continue with synchronous education if possible

2

Student returns to campus when fever free for 24 hours without medication and other symptoms have improved or the student provides a negative COVID test* result or as otherwise instructed by County Health or the COVID Response Team.

Student has had prolonged close contact with (within 6' for more than 15 mins. cumulative, whether in one instance or multiple brief exposures) or is caring for someone who has tested positive for COVID-19. (Note: This is a "Fail" on the health screening)

1

If the individual you had close contact with lives in Laramie County you may be contacted by County Health or the COVID Response Team via contact tracing with specific instructions. Other counties/states may be different.

2

Student informs the Dean of Students

- a. Dean of Students instructs the student to not visit campus
- b. Dean of Students will notify instructors
- c. School work will continue with synchronous education if possible

3

Student follows instructions from County Health or the COVID Response Team. In the event contact tracing didn't come from County Health or the COVID Response Team, student will quarantine for 14 days.

4

Student will be in contact with the Dean of Students regarding return to class.

* The current recommendation for testing individuals who have been quarantined is to test no sooner than 5 days after exposure.

**Albany County students should contact the Dean of Student & Academic Services

Student has had prolonged close contact (within 6' for more than 15 mins. cumulative, whether in one instance or multiple brief exposures) with someone who is being tested for COVID-19 and is awaiting results.

1

If the individual tests positive, the student may be contacted through the COVID Response Team or County Health with specific instructions.

Student develops symptoms while at campus and is ok to travel home.

1

Student will be separated from other students and staff

2

Student is sent home

3

Dean of Students** should be notified by either the student or staff

4

If possible, the students work area and personal items should be left untouched until the student returns.

- a. The Dean of Students or the School Dean is responsible for making the call on if the area can be left alone and marking it as such
- b. If it is impossible to leave the work area untouched the area should be wiped down with disinfectant as well as any items that may have been handled.

5

Student returns to campus when fever free for 24 hours without medication and other symptoms have improved or the student provides a negative COVID test* result or as otherwise instructed by County Health or the COVID Response Team.



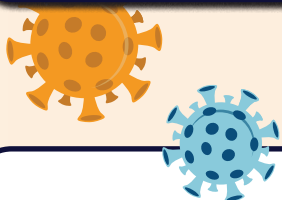
* The current recommendation for testing individuals who have been quarantined is to test no sooner than 5 days after exposure.

**Albany County students should contact the Dean of Student & Academic Services

Student develops symptoms while at campus and is not ok to travel home

1

The Dean of Students** should be notified by the student or staff



2

Student will be isolated from other students and staff

- Ideally in a room that can be closed off for 7 days, but a minimum of 24 hours
- The Dean of Students** will make travel arrangements with a family member or emergency transport

3

If possible, the students work area and personal items should be left untouched until the student returns.

- The Dean of Students or the School Dean is responsible for making the call on if the area can be left alone and marking it as such
- If it is impossible to leave the work area untouched the area should be wiped down with disinfectant as well as any items that may have been handled.

4

Student returns to campus when fever free for 24 hours without medication and other symptoms have improved or the student provides a negative COVID test* result or as otherwise instructed by County Health or the COVID Response Team.



* The current recommendation for testing individuals who have been quarantined is to test no sooner than 5 days after exposure.

**Albany County students should contact the Dean of Student & Academic Services

Employee or Student returns from traveling.

Additional Scenario Items

At present the CDC recommends following the state recommendation for self-quarantining from traveling within the US.

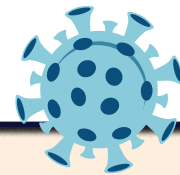
1

Wyoming has no requirement for self-quarantining in place currently as of 11/18/2020. However, the following should be considered:

- Did the person travel to an area with a growing number of cases of COVID-19?
- Did the person spend time with a large group of people?
- Was the individual and those around them practicing mask wearing, social distancing and good hygiene?

2

If unsure if self-quarantining should be done, contact the Dean of Students or HR for assistance.



Receive notification several days after the fact that an employee or student tested positive for COVID-19.

As in all instances, we will work closely with the local health authorities or the COVID Response Team in determining the appropriate response. The below steps are recommended action in this scenario by the CDC.

1

If it has been less than 7 days since the sick individual used campus facilities, clean and disinfect all areas used by the sick individual, following CDC cleaning and disinfection guidelines.

2

If it has been more than 7 days since the individual used campus facilities, no additional cleaning and disinfection is required.

3

Students and staff who had prolonged close contact with the sick individual may be contacted by local health or the COVID Response Team with instructions for quarantining.

4

Students and Staff who were not identified as exposed through contact tracing should continue to perform daily self-screenings and notify their supervisor or Dean of Students if they develop symptoms.

