**COVID-19 GUIDELINES**

**POSITIVE CASE ON CAMPUS**

**SUSPECTED AND CONFIRMED CASE**

- Pre-symptomatic while on campus

- Develops symptoms
- Goes home immediately
- Does not return to campus
- Notifies supervisor/unit

- To report a case, supervisor/unit must contact Jeff Lindsay 306-361-9990
- Develops incident response plan
- Liase with SHA/public health
- Develops communication plan

- Gets tested through SK Health Authority

**Negative test (Confirmed)**

- Stays home until symptoms subside (typically 14 days) or otherwise advised by SK Health Authority
- Informs supervisor/unit of negative test result

**Positive test (Confirmed)**

- SK Health Authority investigates close contacts
- Contacts USask if potential impact

- SK Health Authority contacts USask about close contacts
- Advises regarding appropriate actions

**Return to normal operations after 48 hour rest period and cleaning**

- Supervisor/individual files incident report on Safety Resources website

- College/unit contingency plan

- Update to incident-specific response plan lead by COT

- COT leads next steps specific to scenario

- Open workstation(s) again

**Preliminary closure of workstation/areas, 48 hour rest period**

**KEY**

- Individual Responsibility
- USask Unit/College Responsibility
- Supervisor Responsibility
- Crisis Operation Team (COT)
- Safety Resources Responsibility
- SK Health Authority Responsibility

**CONTACT INFORMATION**

Jeff Lindsay
Safety Resources
306-361-9990
jeff.lindsay@usask.ca
CLOSE CONTACT OF A POSITIVE CASE OR SUSPECT CASE

- Negative Test (Confirmed)
- Positive Test (Confirmed)

Stays home until symptoms subside (typically 14 days) or otherwise advised by SK Health Authority.

Informs supervisor of close contact and follow SK Health Authority initial recommendations

Preliminary closure of workstation/areas if necessary (48 hours). Emergency management plan activated

COT/College/Unit work together to determine best response plan

Open workstation(s)

- Supervisor informs Safety Resources of close contact (if not already informed).
- SK Health Authority may contact USask and advise regarding appropriate actions

KEY
- Individual Responsibility
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- SK Health Authority Responsibility

CONTACT INFORMATION
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Safety Resources
306-361-9990
jeff.lindsay@usask.ca
IF YOU ARE SICK, STAY HOME

1. DEVELOP SYMPTOMS – GO HOME
2. INFORM SUPERVISOR
3. SUPERVISOR SUBMITS INCIDENT REPORT
4. WAIT FOR COT/PRT DIRECTION
5. CLOSE WORK AREAS—48 HOURS

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