

Quogue Union Free School District

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CONTACT TRACING

How is tracing done if there is a positive case?

What is Contact Tracing?

Contact tracing is the process of contacting all people who have had direct contact with someone who tested positive for COVID-19. Contact Tracers have been hired and trained to work with state-of-the-art software to gather information on the spread of the infection.

What happens when the District has been notified of a positive COVID case?

Once a school district administrator is notified by the parent/ guardian of a student, by an employee or by the Dept of Health of a positive COVID student or employee, the school district will provide the Suffolk County Department of Health the following information to assist them with contract tracing:

- Student and Teacher Cohort Information (those in the same class)
 - Provide a list of probable close contacts defined as being within 6 feet of the infected student for at least 10 minutes.
 - The identification of close contacts would begin 48 hours before the student became symptomatic or 48 hours before the student was tested for the COVID-19 virus if asymptomatic.
- Attendance information during a given period of time.
- Roster of students, bus driver and bus monitor (if applicable) who are on the same bus.
- Assignment and location of the employee (if applicable).
- Contact information for all noted above.

Who will contact families as part of the contact tracing?

The Department of Health Contact tracers will communicate with the families. **Your caller ID will say "NYS Contact Tracing" (518-387-9993).**

Is the Quogue Union Free School District responsible for contact tracing for students, faculty and staff and requiring quarantine?

The school district will provide the staff and student lists and contact information to identify individuals who may have been exposed. Ultimately, the Suffolk County Department of Health has the primary responsibility for contact tracing contacts and quarantine directives.

Note: Notification and contact tracing is initiated upon receipt of a positive COVID-19 test result by the DOH. No action is taken by the DOH for suspected cases.

If there is a positive COVID case and the DOH issues quarantine orders on a group, what will be done to clean the facility?

- CDC guidelines will be followed regarding cleaning and disinfecting the building or facility if someone is sick. <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
- Close off areas used by the person who is sick.
- Open outside doors and windows to increase air circulation in the area.
- Wait 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and copier machines.
- Vacuum the space if needed. Use vacuum equipped with high-efficiency particulate air (HEPA) filter, if available.
- Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
- Employees without close contact with the person who is sick can return to work immediately after disinfection.