

# **NRHEG COVID-19 Notification Protocol**

NRHEG Schools are committed to keeping our employees safe and healthy while respecting all individuals and following HIPAA and FERPA guidelines.

## **Important Notice**

Privacy of students and families is critical during this time. In accordance with HIPAA (Health Insurance Portability and Accountability Act), names and information of those that have been identified as positive or those that went home sick are not to be shared (staff or child). Sharing of this information violates HIPAA and can result in discipline. We cannot disclose or assume the health conditions of children, staff or families to anyone. Please note that families are adjusting to these unique times and may choose to remove their child from care for a variety of reasons. This would include identifying information such as name, grade, gender, building location of student/staff, or dates related to illness. Anyone who knows this information cannot share it with others unless it is needed to care for the sick individual.

If NRHEG schools is notified of someone who has symptoms consistent with COVID-19:

- NRHEG school representatives (school nurse or health assistant) will discuss symptom onset and duration with the individual. A decision tree will likely be used:
  - Local clinic/ Nurse Triage
  - Online MDH:  
<https://mn.gov/covid19/for-minnesotans/if-sick/get-tested/index.jsp>
  - Online CDC:  
<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>
- If testing is recommended:
  - NRHEG School representatives (school nurse or health assistant) will contact the Minnesota Department of Health (MDH) for recommendations. Things considered will include: Employees job requirements, contact with other employees/students, exposure (if applicable), ability to telework, etc.
- If testing is not recommended:
  - The employee will monitor symptoms and stay home, separate him/herself from others in the household, and do not share anything (e.g., utensils, phone) for 14 days.
  - If no symptoms arise, the employee will return to work after 14 days.

If testing is completed and comes back positive:

1. Positive individual
  - a. Separate yourself from others in your household, do not share anything (e.g. utensils, phone) and stay at home for at least: 10 days, and for 24 hours with no fever (without fever reducing medicine) and improvement of other symptoms, whichever is longer.
  - b. Work from home if you can - authorized by administration.
2. Exposed individuals (close contact)
  - a. Those who have been determined to have exposure (as determined by MDH as a close contact) will be sent home and asked to separate him/herself from others in the household, and do not share anything (e.g., utensils, phone) for 14 days.
  - b. Work from home if you can - authorized by administration.
3. All staff
  - a. All remaining staff (who do not fall into category 1 or 2 above) will be notified via school messaging of a positive case within the school district. This message will include the date the infected (or suspected case) became symptomatic, symptoms to watch for, timeframe to watch for symptoms, and what to do if you become sick.

Resources:

Decision Tree For People with COVID-19 Symptoms in Youth, Student, and Child Care Programs

<https://www.health.state.mn.us/diseases/coronavirus/schools/exguide.pdf>

What To Do if You Have Had Close Contact With a Person With COVID-19

<https://www.health.state.mn.us/diseases/coronavirus/contact.pdf>