Campus Exposure Management Protocol
Charles R. Drew University Exposure Management Protocol

Partnership between Charles R. Drew University (CDU) and the Los Angeles County Department of Public Health (DPH) will improve the timeliness and impact of the Public Health response through rapid initiation of an Institution of Higher Education (IHE) COVID-19 Exposure Management Plan (EMP) when notified of COVID-19 cases and clusters on campus. Immediate implementation of an EMP when a single case of COVID-19 is identified at CDU can accelerate the ability to contain the spread of infection and prevent outbreaks from occurring on campus.

Exposure Management Planning Prior to Identifying 1 COVID-19 Case at CDU

CDU has identified a designated IHE COVID-19 Compliance Task Force that is responsible for establishing and enforcing all COVID-19 safety protocols and ensuring that staff and students receive education about COVID-19. Dr. Delia Santana, Campus Nursing Officer (CNO) is the designated COVID-19 Compliance Officer who serves as a liaison to DPH in the event of a COVID-19 cluster or outbreak at CDU.

Note: The President has named the following to the task force: Provost Dr. Steve Michael, CNO Dr. Delia Santana, SVP Angela Minniefield, VP Dr. Jay Vadgama, VP Carl McLaney, Director Nikki Martin, Director Armando Estrada and one representative each from the Academic Senate and the Charles R. Drew Student Government.

N/A: Adequate supply of housing for students and faculty to safely isolate or quarantine when needed.

Note: The University does not offer on-campus housing for students or faculty at this time. CDU has developed the following EMP to be implemented as needed:

- A plan for all students and employees who have symptoms consistent with COVID-19 infection or are quarantined because of exposure to case(s) on campus to have access to testing or be tested for COVID-19 infection.
  - Note: The University has contracted with Innovative Health Diagnostics (IHD) to perform nasopharyngeal PCR testing. IHD has currently indicated a timeframe to receive results within 1-hour. Routine test results are expected to be available within 24 to 48 hours.
- After identifying 1 laboratory confirmed COVID-19 case (student or employee), IHE Compliance Task Force instructs the case to follow Home Isolation Instructions for COVID-19 (www.publichealth.lacounty.gov/acd/ncorona_2019/covidisolation/).
- HR will notify the individual of their Families First Coronavirus Response Act or other CDU time off leaves and benefits to include qualifications for workers compensation if applicable. Campus Risk management will also be notified by the IHE.
- CNO informs the case that DPH will contact the case directly through the DPH Case and Contact Investigation Program to collect additional information and issue the Health Officer Order for Case Isolation.
- CNO works with the case to generate a list of students and/or employees with exposure to the case while infectious. CNO submits this information to DPH using the COVID-19
Case and contact Line List for the Educational Sector within 1 business day of notification of a confirmed case. If needed, additional time may be requested. For technical assistance on how to complete the line list contact: ACDC-Education@ph.lacounty.gov.

- A case is considered to be infectious from 2 days before their symptoms first appeared until they are no longer required to be isolated (i.e., no fever for at least 24 hours without the use of medicine that reduces fever AND other symptoms have improved AND at least 10 days have passed since symptoms first appeared). A person with a positive COVID-19 test but no symptoms is considered to be infectious from 2 days before their test was taken until 10 days after their test.

- A person is considered to have been exposed if they are one of the following:
  1. An individual who was within 6 feet of the infected person for more than 15 minutes, even if a non-medical face covering was worn.
  2. An individual who had unprotected contact with the infected person’s body fluids and/or secretions of a person with confirmed or suspected COVID-19 (e.g., being coughed or sneezed on, sharing utensils or saliva, or providing care without using appropriate protective equipment).

Students and employees that are identified to have had an exposure to the case are notified by the CDU COVID-19 Compliance Task Force through a letter or other communication strategies via a Campus Exposure Notification letter. The notification of exposure should include the following messages:

- Students and employees with exposure to a campus case will be instructed to test for COVID-19, whether or not they have symptoms, and inform campus nursing officer nurseofficer@cdrewu.edu of test results. This will determine the extent of disease spread on campus and serve as a basis for further control measures. Testing resources include: CDU Onsite Testing Services, Employee Health Services or Occupational Health Services, Personal Healthcare Providers, Community Testing Sites such as the Martin Luther King Out Patient Clinic or go to: https://covid19.lacounty.gov/testing/ to find a testing site. Individuals who need assistance finding a medical provider can call the LA County Information line 2-1-1, which is available 24/7.

HR will notify the individual of their Families First Coronavirus Response Act or other CDU time off leaves and benefits.

- Exposed students and employees will be required to quarantine for 14 days since last exposure to the case while infectious (as defined above), even if they receive a negative test result during their quarantine period. A person who tests negative may subsequently develop disease, with or without symptoms, if tested during the incubation period (i.e. time-period between exposure and disease onset). Home Quarantine Guidance for COVID-19 is available at www.publichealth.lacounty.gov/acd/ncoona 2019/covidquarantine/.

- CDU COVID-19 Task force will assist with identifying housing for students and faculty to safely isolate or quarantine when needed.
Note: While we do not have on-campus, housing for students and faculty we have identified a place to isolate/quarantine them on campus if they become ill while onsite; and we will provide safe transportation to their home.

- DPH will contact exposed students and employees directly though the Case and Contact Investigation Program to collect additional information and issue the Health Officer Order for Quarantine.

CDU COVID-19 Compliance Task Force will determine whether additional notification is needed to inform the wider campus community about the exposure and precautions being taken to prevent spread of COVID-19. We have developed a general notification letter for notifying the campus community.

### Exposure Management for 2 COVID-19 Cases within a 14-day Period at CDU

After identifying 2 laboratory confirmed cases (students and/or employees) within a 14-day period, CDU COVID-19 Compliance Taskforce follows required steps for 1 confirmed case.

CDU COVID-19 Compliance Task Force assesses whether the 2 cases are epidemiologically linked, meaning that the two affected individuals were both present at some point in the same setting and same time while either or both were infectious.*

*A case is considered to be infectious from 2 days before symptoms first appeared until they are no longer recommended to be isolated (i.e., no fever for at least 24 hours without the use of medicine that reduces fever AND other symptoms have improved AND at least 10 days have passed since symptoms first appeared). A person with a positive COVID-19 test but no symptoms is considered to be infectious from 2 days before their test was taken until 10 days after their test.

- Determination of epidemiological links between cases may require further investigation to understand exposure history and identify all possible locations and persons that may have been exposed to the case while infectious. The COVID-19 Exposure Investigation Worksheet for the Education Sector is a tool available to assist in the assessment of epidemiological links. For technical assistance on how to assess epidemiological links, please contact ACDCEducation@ph.lacounty.gov.

- If epidemiological links do not exist, CNO continues with routine exposure management.

- If epidemiological links exist, CDU COVID-19 Compliance Taskforce reinforces messages to students and employees on precautions to take to prevent spread on campuses, including implementation of site-specific interventions.

### Exposure Management for ≥ 3 COVID-19 Cases within a 14-day Period at CDU

☐ If CDU COVID-19 Compliance Taskforce identifies a cluster of 3 or more laboratory confirmed cases (students and/or employees) within a 14-day period, CNO should proceed with the following steps:
• Report the cluster to DPH Acute Communicable Disease Control (ACDC) Education Sector Team within 1 business day via email at: ACDC-Education@ph.lacounty.gov or by calling (888) 397-3993 or (213) 240-7821.

• Compete the Line List for Cases and Contacts and submit to ACDC-Education@ph.lacounty.gov. For technical assistance on how to complete the line list contact ACDC-Education@ph.lacounty.gov.

• The ACDC Education Sector Team will review the Line List for Cases and Contacts to determine whether the outbreak criteria have been met. The ACDC team will contact IHE within 1 business day to advise on next steps.

• If outbreak criteria are not met, CNO continues with routine exposure management.

• If outbreak criteria are met, DPH Outbreak Management Branch (OMB) is activated.

• An OMB public health investigator is assigned to coordinate with the CNO on outbreak management for the duration of the outbreak investigation.

• CNO in collaboration with CDU COVID-19 Compliance Task Force will submit requested information, including updates to the Line List for Cases and Contacts to the OMB Investigator until the outbreak is resolved (i.e., at least 14 days since the last confirmed case).

☐ Recommended: Prior to reporting cluster to the DPH ACDC Education Sector Team, CNO in collaboration with CDU COVID-19 Compliance Task Force will determine whether at least 3 cases in the cluster have epidemiological links. Epidemiological links may be assessed using the COVID-19 Exposure Investigation Worksheet for the Education Sector. For technical assistance on how to assess epidemiological links, please contact ACDC-Education@ph.lacounty.gov.

• If epidemiological links do not exist between at least 3 cases in the cluster, CDU COCID-19 Compliance Taskforce continues with routine exposure management.

• If epidemiological links exist between at least 3 cases in the cluster, CNO reports the cluster to the DPH ACDC Education Sector Team at ACDC-Education@ph.lacounty.gov or by calling (888) 397-3993 or (213) 240-7821.

COVID-19 Outbreak Criteria for Institutes of Higher Education

IHE Non-residential Setting:

At least 3 laboratory-confirmed cases with symptomatic or asymptomatic COVID-19 over a 14-day period within an IHE group that is epidemiologically linked.*

* IHE groups include persons that share a common membership (e.g., social organization, athletic teams, sports and recreation clubs, academic cohort, workplace on campus). Epidemiological links require the infected persons to have been present at some point in the same setting during the same time-period while infectious.
IHE Residential Setting*: Note that CDU does not have a residential setting at this time.

At least 3 laboratory-confirmed cases with symptomatic or asymptomatic COVID-19 over a 14-day period within the same or multiple dwellings that share a common area.

*IHE Residential Settings include on- and off-campus residential housing facilities where groups of IHE students and/or employees congregate and/or reside (e.g., on-campus residences, on- or off campus housing)

Isolation of students/faculty/staff with symptoms of COVID-19

- Isolate all persons with symptoms of COVID-19, whether or not they have been tested for COVID-19.
- Test all symptomatic persons for COVID-19
- Rapidly move persons who present with symptoms suggestive of COVID-19 into a separate sick area that is isolated from the rest of the facility.
- A space in Building N has been designated for isolation of symptomatic persons. It is a separate designated area away from non-symptomatic persons with a separate bathroom. Follow sanitization guidelines for cleaning and disinfecting the area after person is removed.
- Clear signage will be placed outside isolation areas so staff and persons know they should stay away.
- A designated restroom should be identified and reserved for use by symptomatic individuals only.
- If this is not possible, cleaning after a symptomatic person has used the room is essential.
- If symptomatic persons need to move through areas with persons without symptoms, they should wear a surgical mask and minimize the time in these areas.

Transportation - Limit transport of all persons to essential purposes only. Non-essential transportation will be postponed or canceled. When transportation of symptomatic persons is necessary:

- Symptomatic persons will NOT be transported with non-symptomatic persons.
- Have symptomatic persons wear surgical masks.
- Avoid transporting multiple symptomatic persons together.
- When multiple persons need to be transported simultaneously, appropriate social distancing (> 6 feet) will be practiced both for persons and for the driver.
- The resident is placed on the opposite side of the car from the driver in the seat farthest away from the driver’s seat.
- Vehicle windows are rolled down to improve ventilation in the car.
- Transporting vehicles will be outfitted with plastic tarps or coverings that can be cleaned and appropriately disinfected after each transport.
- Include supplies for good hygiene, including tissues, trashcans or trash bags for disposal of used tissues, and alcohol-based hand sanitizer.
If you plan to transfer the resident to higher level of care due to worsening respiratory status, notify EMS or other transporter that the resident has an undiagnosed respiratory infection.

**Guidance for Drivers**

- Drivers of symptomatic persons should take appropriate precautions, including wearing personal protective equipment, including surgical mask

### Appendix A: Steps for managing exposures to 1, 2, or ≥ confirmed COVID-19 cases in non-residential or residential congregate settings associated with CDU

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<thead>
<tr>
<th>Cases</th>
<th>1 Case</th>
<th>2 Cases</th>
<th>3+ Cases</th>
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<td></td>
<td>1) <strong>Required:</strong> IHE instructs the case to follow Home Isolation Instructions (a).&lt;br&gt;2) <strong>Required:</strong> IHE informs case that the DPH will contact the case directly to collect additional information and issue Health Officer Order for Isolation (a).&lt;br&gt;3) <strong>Required:</strong> IHE works with the case to identify IHE contacts with exposure.&lt;br&gt;4) <strong>Required:</strong> IHE notifies* identified contacts of exposure and instructs them to quarantine at home and test for COVID-19.&lt;br&gt;5) <strong>Required:</strong> IHE informs contacts that DPH will contact them directly to collect additional information and issue Health Officer Order for Quarantine (b).&lt;br&gt;6) <strong>Required:</strong> IHE submits contact information for case and IHE contacts using the COVID-19 Case and Contact Line List for the Educational Sector and sends to DPH by emailing: <a href="mailto:ACDC-Education@ph.lacounty.gov">ACDC-Education@ph.lacounty.gov</a>.&lt;br&gt;7) <strong>Recommended:</strong> IHE sends general notification* to inform the wider campus community of the exposure and precautions being taken to prevent spread.</td>
<td>1) <strong>Required:</strong> Follow steps for 1 confirmed case.&lt;br&gt;2) <strong>Recommended:</strong> If the 2 cases occurred within 14 days of each other, IHE determines whether the cases have epidemiological (epi) links.* A COVID-19 Exposure Investigation Worksheet for the Education Sector tool is available to help assess for epi links.&lt;br&gt;*Epi links do not exist: IHE continues with routine exposure management.&lt;br&gt;*Epi links exist: IHE implements additional infection control measures.</td>
<td>1) <strong>Required:</strong> If a cluster of 3 or more cases occurred within 14 days of each other, IHE report this to DPH at: <a href="mailto:ACDC-Education@ph.lacounty.gov">ACDC-Education@ph.lacounty.gov</a>.&lt;br&gt;2) <strong>Recommended:</strong> Prior to notifying ACDC Team of cluster, IHE determines whether epi links exist for at least 3 cases. If epi links do not exist, continue with routine exposure management.&lt;br&gt;3) <strong>Required:</strong> DPH requests that the COVID-19 Case and Contact Line List for the Educational Sector be completed by IHE to determine if outbreak criteria have been met.*&lt;br&gt;*Outbreak criteria not met: IHE continues with routine exposure management.&lt;br&gt;*Outbreak criteria met: DPH Outbreak Management Branch (OMB) activated.&lt;br&gt;4) <strong>Required:</strong> IHE provides updates to OMB investigator until outbreak is resolved (at least 14 days since last confirmed case).</td>
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(a) Health Officer Order, cases directed to self-isolate until no fever for at least 24 hours (without the use of medicine that reduces fever) AND other symptoms have
(b) improved AND at least 10 days have passed since symptoms first appeared OR, if case has no symptoms, until 10 days have passed after their positive test was taken. IHE will provide isolation assistance to students/faculty if needed. Health Officer Order, contacts directed to quarantine for 14 days since last exposure date to the case while infectious. IHE will provide quarantine assistance to students/faculty if needed.

References

