Instructor Decision-making Process: Scenario #1

Student informs Instructor that they’ve tested positive for COVID-19

**Ask the student:**
Was the testing done on campus?

**NO**

Students should complete a [COVID-19 case report](https://example.com).

**YES**

The Office of COVID-19 Response alerts the Dean of Students Office

**Dean of Students Office Responsibility**

The Dean of Students office emails relevant instructors to inform them that the student will be out for medical reasons and provides an approximate date of return (up to 2 weeks).

There will be no mention of COVID-19 being the cause for the absence and no special instructions given.

**Instructors’ Responsibility**

Instructor should provide accommodations until the student can safely return to class.

Instructor should **NOT** inform the class that a student enrolled in the class has tested positive. Classroom transmission risk is minimal with social distancing and mask-wearing.

Contact tracers from the County Health Dept. or the Office of COVID Response will follow up with the student. All relevant individuals will be contacted directly by the contact tracers if they need to get tested or self-isolate. If you do not hear anything from contact tracers, there are no immediate health concerns.

**If you are informed of a positive case by someone other than the affected student, please encourage this person to complete a COVID-19 case report.**
Instructor Decision-making Process: Scenario #2

Student informs Instructor that they may have COVID-19 or have been exposed to someone with COVID-19

Ask the student
Have you been tested for COVID-19?

NO

Tell the student to get tested and follow medical guidance from medical authorities.

YES

Tell the student to self-isolate until they receive their results.

Instructor completes a COVID-19 case report and refers student to:
Office of COVID-19 Response
(920-465-5060 or covidresponse@uwgb.edu)
The COVID Response Team will provide support for the student.

Instructors’ Responsibility

Instructor should provide accommodations until the student can safely return to class.

Instructor should NOT inform the class that a student enrolled in the class may have tested positive. Classroom transmission risk is minimal with social distancing and mask-wearing.

Contact tracers from the County Health Dept. or the Office of COVID Response will follow up with the student. All relevant individuals will be contacted directly by the contact tracers if they need to get tested or self-isolate. If you do not hear anything from contact tracers, there are no immediate health concerns.

** If you are informed of a positive case by someone other than the affected student, please encourage this person to complete a COVID-19 case report.