



RVU Contact Tracing Policy

Contact tracing is used to prevent the spread of infectious disease. Contact tracing involves identifying people who have an infectious disease (cases) and their contacts (people who may have been exposed) and working with them to interrupt disease transmission. For COVID-19, this may include requiring individuals to isolate and quarantine at home.

Contact tracing for COVID-19 typically involves

- Interviewing people with COVID-19 to identify everyone with whom and where they had close contact during the time they may have been infectious,
- Completing necessary cleaning and disinfecting,
- Notifying contacts of their potential exposure,
- Referring contacts for testing or medical advice,
- Monitoring contacts for signs and symptoms of COVID-19, and
- Connecting contacts with services they might need during the self-quarantine period.

Training is required in order to rapidly deploy a team of COVID-19 contact tracers at Rocky Vista University. The following Johns Hopkins course must be completed along with a passing grade on the post-course examination. <https://www.coursera.org/learn/covid-19-contact-tracing?edocomorp=covid-19-contact-tracing> After completion, contact tracers must have a clear understanding of the following in regards to COVID-19:

- Common signs and symptoms
- Severe signs and symptoms
- Incubation period
- Infectious period
- Risk factors for severe disease
- Diagnostic testing
- PCR (nasopharyngeal, saliva, etc.)
 - Antibody testing
- Modes of transmission
- Reproductive Number (R0)
- Case vs Contact
- Person under investigation (PUI)
- Isolation
- Quarantine

- Steps to investigate cases and trace their contacts
- Confidentiality
- Protected health information
- Effective communication skills
- Ethical considerations

Contact Tracers: Contact tracers will be responsible to quickly locate and talk with the employee or student and work with them to identify other RVU employees or students with whom they have been in close contact with in order to notify them of potential exposure risk. Contact tracers will also be a source of information and support. Identification and credentialing of contact tracers will be the responsibility of the Contact Tracing Sub-Committee of the COVID-19 Response Team.

Scope of contact tracing: Contact tracing will only be performed amongst employees and students of Rocky Vista University. Cases and contacts outside this scope will be referred to the appropriate public health departments based on location. Students on clinical rotations will work with regional partners, health care facilities, infection control departments, and local public health departments if they contract or are exposed to COVID-19. Local entities should engage in contact tracing with the student and the affected clinical year student will also be contacted by an RVU contact tracer to be evaluated and monitored for progress or possible complications. The RVU contact tracer can also be a further source of information and support.

Confidentiality is required during this process. RVU will follow FERPA, HIPAA, and other regulatory privacy regulations.

Clearance criteria for reintegration:

Students returning to clinical rotation or campus activities after isolation or quarantine must meet the longest duration of one of the three following requirements:

- Current CDC guidelines for isolation or quarantine
- Institutional standards at site of the clinical rotation
- Physician/Provider medical clearance to return to campus/clinical rotation

Employees returning to work after isolation or quarantine must meet the longest duration of one of the following requirements:

- Current CDC guidelines for isolation or quarantine
- Institutional standards at site of clinical rotation (for RVU employed residents)
- Physician/Provider medical clearance to return to campus/clinical rotation

Record Keeping: Contact tracing activities will be appropriately documented and will be stored in a secure and confidential manner for consistent with OSHA's recordkeeping requirements.

Quality Improvement: The Contact Tracing Subcommittee will meet on a regular basis to conduct case reviews and evaluate process improvement opportunities.