NOCE Protocol for Students with Confirmed Case of COVID-19

Students who report to campus for class or for a student services appointment, and who have been diagnosed with COVID-19 within the last two weeks (14 days), must notify Campus Safety at the campus check-in point. Campus Safety must notify Manager of Record (MOR) and MOR must notify Vice President of Student Services (VPSS). If possible, students should call Campus Safety in advance of their scheduled in-person class session or student services appointment to ask to speak with the MOR regarding a confirmed case of COVID-19.

Next steps are:

If the student has been on-site, the corresponding Program Director or Designee will have student complete NOCCCD COVID-19 Exposure Questionnaire to determine scope of possible exposure. The questionnaire serves two purposes:

- To determine if the reporting student meets the exposure criteria as defined by the CDC of within six feet for longer than 15 minutes
- Help trace potential additional on-campus exposures

A notification will be sent by a program director or designee to any students and employees who met the exposure criteria. Such notification will be concise and HIPPA compliant.

The purpose of such communication will be to:

a. Serve as a notification for anyone who may have entered an exposed area.

b. Provide transparency

A custodian/s will disinfect the exposed workspaces and surfaces used by the COVID-19 positive student(s).

The Campus may elect to close the affected facilities for a period up to 72 hours to allow for natural deactivation of the virus. If this happens, on-site classes/student services will be relocated, and a notification will be sent to students and faculty assigned to the affected classroom.
Students and employees that meet the exposure criteria will be directed to self-quarantine for 14 days.

Students with confirmed positive COVID-19 cases will be directed to provide evidence of a negative COVID-19 test to the Vice President of Student Services or Designee before being allowed back on campus to attend a class or student service.
COVID-19 Questionnaire – Confidential

Instructions: Program Director or Designee should schedule a private location to interview the student (via Zoom).

Note that this information is confidential. Once the questionnaire has been completed, please send it via e-mail to District Risk Management Director Tami Oh and VPSS. VPSS will notify President, District PIO, and Associate Vice Chancellor of Human Resources.

Student Name/Banner ID Number:
Class(s) CRN(s) or Student Service:
Date:
Date of possible exposure:
Date of symptoms:
Date of positive test:

1. Did you report to class or attend student service after experiencing symptoms or receiving a positive test?
   YES NO N/A

2. Did you interact with other students or employees meeting the exposure criteria (Close proximity to a person with a positive test for COVID being less than six feet in proximity and meeting for 15 minutes) outlined by the CDC?
   YES NO N/A

If Yes, on which date(s)(days/times):

3. Was a face covering worn during any encounter(s)? YES NO
4. Was the other person wearing their face covering? YES NO
5. Which students and employee(s) did you have contact with for more than 15 minutes and were in close proximity being less than 6 feet? (List all names if possible):