Mandatory Student Self-Reporting and Communication

Policy and Procedure for COVID-19

I.   Policy Statement

Due to the recent COVID-19 pandemic, California Northstate University "CNU" will be requiring all individuals to self-report if they have a COVID-19 Diagnosis and potential exposure to COVID-19 to ensure the safety of the campus community. CNU will monitor state guidelines and update the policy as needed.

II.   Purpose

To ensure the safety and well-being of CNU campus community.

III.   Scope/Coverage

This applies to all students.

IV.   Procedure

A. Self-Reporting

   a. A CNU student who has tested positive for COVID-19 is required to self-report to their College's Office of Academic Affairs.

   b. Any CNU student who is currently on campus or has been physically present on campus anytime in the last 14 days and who is displaying signs or symptoms associated with COVID-19 illness, (i.e flu-like symptoms with fever greater than 100; cough; shortness of breath, loss of smell; or loss of taste), is required to self-report to their Office of Academic Affairs and may be instructed to get tested for COVID-19 and to self-isolate.

   c. Any student who lives with or has been in close contact with a person who has tested positive for COVID-19 is required to self-report to the Office of Academic Affairs.

   d. Any CNU student that has tested positive for COVID-19 may return to campus only if 10 days have passed since symptoms first appeared, their symptoms have improved, and the individual has had no fevers (without the use of fever reducer medications) for the previous 24 hours. An individual without symptoms who was diagnosed with COVID-19 can return to campus only if 10 days have passed since the date of the first positive COVID-19 test.

   e. Faculty or staff that become aware that a student has tested positive or come into contact with a COVID-19 positive individual should immediately send the individual home, follow proper sanitizing protocol and notification to the Office of Academic Affairs.

If the individual has tested positive for COVID-19 the individual should inform the Office of Academic Affairs of any persons that they may have come into contact with while on campus.

B. In-Person Learning Scenarios and Actions/Communications
   a. A student or staff member exhibits symptoms of COVID-19. Cohort remains open. Student or staff member sent home to self-isolate. Contact healthcare provider for further steps.
   b. A student or staff member lives with or has had close contact with a person who has tested positive for COVID-19. Cohort remains open. Student/Staff member required to self-report along with notify potential individuals they have come in contact with. Student or staff member sent home to self-isolate. Contact healthcare provider for further steps.
   c. **Any CNU campus faculty, staff, student or volunteer, that has tested positive for COVID-19 may return to campus only if 10 days have passed since symptoms first appeared, their symptoms have improved, and the individual has had no fevers (without the use of fever reducer medications) for the previous 24 hours. An individual without symptoms who was diagnosed with COVID-19 can return to campus only if 10 days have passed since the date of the first positive COVID-19 test.**
   d. A student or staff member who has quarantined or isolated for any of the scenarios above and is tested and tests negative. Cohort remains open. Notify students and staff of cohort that the member has tested negative.
C. Post Reporting Sanitization of Work Area
   a. Notify facilities to clean/disinfect the student work area [*Note: CDC guidance advises that cleaning/disinfecting should not begin for 24 hours from employee's presence; If the infected individual has not been present for 7 days or more, additional cleaning and disinfection is not necessary besides increased routine cleaning and disinfecting of all high-touch surfaces already in place.*]
   b. Close off areas used by the student, including common areas until sanitization can be completed.

Associated forms:

Approval record:
APPROVED: PEC: 8/20/2020
REVIEW: every two years (or more often if required)