

ISOLATION AND QUARANTINE GUIDELINES FOR STUDENTS, FACULTY AND STAFF



**NORTH CAROLINA
AGRICULTURAL AND TECHNICAL
STATE UNIVERSITY**

Every member of the North Carolina Agricultural and Technical State University community, whether on campus or elsewhere, is asked to continue doing all they can to help slow the spread of the COVID-19 pandemic, including careful handwashing, social distancing, and the use of face coverings or masks when unable to social distance. Each member of the campus community is required to conduct symptom monitoring every day and be free of symptoms related to COVID-19 before reporting to work, attending class or visiting any on-campus location or facility.

Students and employees who develop symptoms must stay home. If they become ill while on campus, they must leave class or work immediately. Students and employees should report their illness to their professors or supervisors as soon as possible. They also are encouraged to contact the Student Health Center (336-334-7880) or their medical care provider for guidance and for screening and testing options.

Additionally, students or employees who are in close contact with a person who tested or is presumed positive for COVID-19, should also report this information to the Student Health Center. The university requires anyone exposed in this way (physical proximity of within 6 feet for at least 15 minutes) to quarantine and not come to campus for 14 days, consistent with CDC guidelines and the medical observation that symptoms of COVID-19 can appear from 2 to 14 days after exposure.

Student or employees who are ill or who test positive for COVID-19 will be required to self-isolate or isolate as defined below.

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I. DEFINITIONS

A. “Self-isolation” involves a student, faculty or staff member (hereafter “N.C. A&T community member”) isolating themselves from other community members due to symptoms of infectious disease, including fever, cough, or shortness of breath. Such isolation is achieved, for example, by ill students not attending classes or dining in communal spaces; or by faculty and staff not reporting to work on campus.

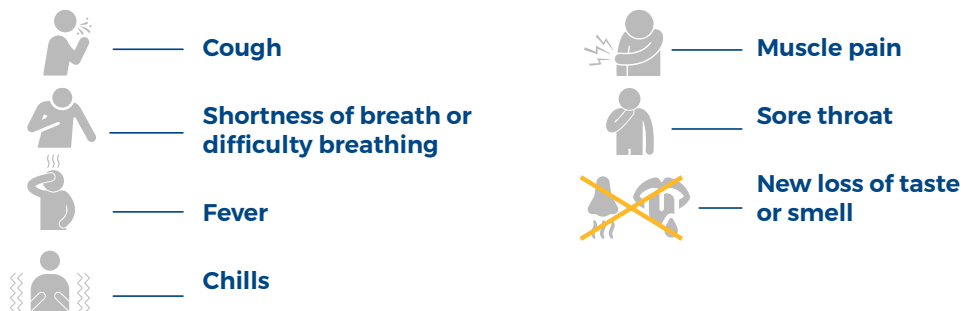
N.C. A&T community members are encouraged to engage in self-isolation if they are experiencing a fever with either a cough or shortness of breath. Self-isolation should continue until a community member has been asymptomatic for at least 72 hours without the use of anti-fever medication.

B. “Isolation” involves a mandatory separation of ill N.C. A&T community members from other community members. Isolation will be required of N.C. A&T community members whenever such intervention is recommended to the community member by public health authorities or other medical professional, including the Student Health Center. Criteria involve symptoms and exposure. N.C. A&T community members will be required to remain in isolation for the duration recommended by public health officials.

C. “Quarantine” involves isolating N.C. A&T community members who are well, but who may have been exposed to an infectious disease.

D. “Close contact” criteria for determining whether the contact with an infected individual warrants quarantine, based on proximity, length of time in contact, environment context (e.g., large room, outside), active symptoms of the infected person with whom contact is made.

E. “COVID-19 symptoms” The symptoms of potential COVID-19 infections identified by the U.S. Centers for Disease Control and Prevention (CDC) include the following:



Quarantine will be required of N.C. A&T community members whenever such intervention is recommended to the community member by public health authorities or other medical professionals, including the Student Health Center. Criteria involve symptoms and exposure. N.C. A&T community members will be required to remain in quarantine for the duration recommended by public health officials.

In addition, any N.C. A&T community member traveling to the United States from a country classified at Level 3 by the CDC (<https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>) will be required to (1) engage in quarantine off campus for a period of 14 days from their date of departure from the affected area, and (2) notify the University of their travel at least 72 hours prior to their return to campus. Employees should notify the Division of Human Resources Office, while students should notify the Student Health Center. Should individuals engaging in quarantine become ill with fever, cough or shortness of breath, they may be required to engage in isolation. For more information about quarantine and isolation please see CDC guidance available at <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>.

II. QUARANTINE/ISOLATION PROTOCOLS FOR FACULTY, STAFF AND OFF-CAMPUS STUDENTS

- **Stay home** and separate yourself from others in your home.
- Do not come to campus, including class or work; do not participate in person in any campus activities.
- Contact the Student Health Center via phone or email immediately.
- **If you have been diagnosed with COVID-19, are waiting for test results, or have coronavirus symptoms**, CDC guidance for isolation recommends staying in a specific “sick room” or area and away from other people or animals, including pets. Use a separate bathroom, if available.
- Monitor any symptoms you might be experiencing, and if they develop or worsen, call the Student Health Care Center ([336-334-7880](tel:336-334-7880)) or your healthcare provider BEFORE seeking in-person care.
- Call [911](tel:911) if you have a medical emergency. Notify the operator that you have, or think you might have, COVID-19. If possible, put on a face covering or mask before medical help arrives.
- Postpone all nonessential medical appointments until you are out of self-quarantine/isolation.
- Stay away from public areas including grocery stores, malls, theaters and large public gathering spaces.
- Avoid public transportation, ridesharing or taxis.
- Postpone any travel. If you travel and become ill, you may not be able to return home.
- Employees should contact their supervisor as soon as possible; depending upon the circumstances, an employee may continue to work remotely if approved to do so.
- Students taking courses on campus should work with their professors to determine options for continuing academic work remotely.
- Professors should implement flexible solutions to ensure students can continue to engage if they are able, provide extensions as needed, or develop make-up schedules and action plans to help students catch up when they return.
- Virtual support services are available to students. Please see Appendix A for a full list.
- Students needing assistance with connections to the university network or other information technology needs should contact the Helpdesk (helpdesk@ncat.edu).
- **All students living off campus** are strongly encouraged to have an isolation and quarantine plan. The university will provide limited virtual support services, as noted below, in your off-campus location. The university will not provide on-campus isolation and quarantine space for students living off campus.

III. REPORTING OF ILLNESS FOR N.C. A&T COMMUNITY MEMBERS

A. Notification Requirements

N.C. A&T community members engaging in isolation or quarantine due to should engage in the following notification procedures:

1. *Students living on campus*

Students living on campus must notify the Student Health Center and the Office of Residential Life. The Office of Residential Life will initiate the process of relocation and meal delivery for on-campus students for those students unable to travel home.

Students living in on-campus housing will be required to move to special housing reserved for coronavirus patients to minimize spread of the virus in residence halls. During the isolation or quarantine period, such students will not be allowed to attend in-person classes or go to campus dining or other facilities.

2. *Students living off-campus*

Students living off-campus must notify the Student Health Center. The university will provide limited support services, such as access to telehealth appointments, in your off-campus location. The university will not provide on-campus isolation and quarantine space for students living off campus.

During the isolation or quarantine period, such students will not be allowed to attend in-person classes or go to A&T dining or other facilities.

3. *Faculty and Staff*

Employees who require isolation or quarantine and need to miss work must notify their supervisor via email and/or phone immediately and Human Resources (Benefits Office) of their absence. Faculty and staff should also complete the **COVID-19 Isolation Form** from Human Resources.

During isolation or quarantine, those employees are not permitted to be on campus. If the employee is ill or continues to manifest coronavirus symptoms, a further period of isolation and additional medical treatment may be required. Such employees are strongly encouraged to follow the direction of their physicians.

B. Return to Campus After Isolation

Sick faculty, staff, or students should not return to in-person classes or university facilities, or end isolation until they have met **CDC's criteria to discontinue home isolation** and received clearance from the Student Health Center or other medical professional.

1. If an individual had symptoms but was not tested, recovery status (and clearance to return to campus/work) is occurs when: (1) it has been at least 10 days since their symptoms first appeared, and (2) the individual remains fever-free without the use of fever reducers for 24 hours, and 3) the individual's symptoms have improved; or
2. If a symptomatic person is tested then the individual can be around others when they have no fever, respiratory symptoms have improved, and they receive two negative test results in a row, at least 24 hours apart; or

3. If an asymptomatic individual tested positive for COVID-19 the individual can be cleared to return 10 days after the test if the individual does not develop symptoms. If the individual develops symptoms, then the individual must follow the recovery strategy for those with symptoms; or
4. Alternatively, if an individual who tested positive is retested, two negative test results in a row, taken at least 24 hours apart, are required before return to work/school.

IV. QUARANTINE/ISOLATION PROTOCOLS FOR RESIDENTIAL STUDENTS



A. Triage Information Relevant for Students

The defining symptoms of COVID-19 are (1) a fever AND (2) a cough or shortness of breath. Students who are experiencing either of these symptoms are encouraged to call the Student Health Center. To reduce the risk of transmission of disease to other students, students should not, as a first step, come into the Student Health Center in person. You can contact the Student Health Center by phone at **336-334-7880**.

To address after hours concerns you should contact the on-call providers between the hours of 7:01 p.m. and 10 p.m., Monday - Friday, by calling **336-334-7880**. On-call providers are not available on weekends and holidays.



B. Isolation or Quarantine for Students

1. All students living in university housing are required to have an isolation and quarantine plan. For students who can travel in a private vehicle and are within driving distance of their primary place of residence, we strongly recommend your plan include you conducting your period of isolation or quarantine in the comfort of your home. For those students living in university housing who cannot travel home, the university has set aside dedicated isolation and quarantine space. Meals, linen service, and needed medications will be delivered to students isolating and quarantining on campus, and health services will check in on you daily to monitor your symptoms. Students who expect to miss three days or more of classes and need assistance in communicating with professors should contact their academic advisor and department chair. For questions related to academic support services not provided in this document, please contact Tonya Smith-Jackson, senior vice provost for academic affairs (tsmithj@ncat.edu; **336-285-3020**).
2. When students are assessed by health professionals as needing to engage in self-isolation:
 - a. All students will be provided information about their options, including living with family during their period of isolation/quarantine.
 - b. The Student Counseling Center will provide mental health resources and counseling services.
 - c. Academic Affairs and your academic advisor are available to provide academic support.
 - d. Students should be prepared to notify their faculty so accommodations can be made.
 - e. For students who **live on campus**

1. The Student Health Center (SHC) will conduct daily wellness calls with you through telehealth visits with a board-certified SHC provider (physician or nurse practitioner) through Doximity (www.doximity.com). Students can also call **336-334-7880** to arrange a telehealth appointment.
2. Students in university housing should call the University Police Department (UPD) at **336-334-7675** for any life-threatening emergencies. When calling, please inform the UPD dispatcher that you are in isolation or quarantine. With the patient's permission, notify Residence Life, Campus Safety staff, in order to ensure the student receives housing support, meals, academic support, and safety support.



C. Provision of Food Service

Dining staff will prepare meal boxes (brunch and dinner) for all students in self-isolation, isolation or quarantine on campus. A food preference and information form will be provided to allow students to inform staff of food needs, preferences and any allergies/accommodations.



D. Communicate with Your Family

- Students should discuss the following with your family before coming to campus:
- If you live within driving distance, are you be able to return home in a private vehicle?
- If you are instructed to isolate or quarantine, you cannot travel on any public transportation (bus, train, plane, Uber, Lyft, taxi, etc.) as you may expose others.
- If someone from your family plans to pick you up from campus to take you home to isolate or quarantine, how much time will they need to arrive (hours or even a day or two)?
- Are you able to distance yourself from others in your home to keep other family members safe?
- If you cannot isolate or quarantine at home, how will your family communicate with you (i.e., FaceTime, Zoom, Google Chat, etc.)?



E. Assemble a Go-Kit

If you are asked to isolate or quarantine on campus, you will not be able to go back to your on-campus housing to gather supplies. Additionally, you will not be able to leave your isolation or quarantine space during isolation/quarantine. To prepare for this, assemble a Go-Kit before you arrive on campus. Someone can easily pick it up and drop it off to you when you are in isolation or quarantine.

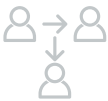
Supplies for Your Go -Kit

- **Cleaning supplies:** Pack EPA-approved disinfecting wipes to use in your living spaces before, during, and after any possible isolation or quarantine. You will need to use these in any common areas of your residence while you are in isolation, quarantine, or anytime you are not feeling well.
- **Self-care medications:** Pack fever/pain reducers such as acetaminophen (Tylenol) or ibuprofen (Motrin). Do not use multi-symptom medications in combination with these as it can be easy to take too much. You may want lozenges for sore throats, or cough medications.

- **Prescription Medications:** Pack several days' worth of any prescription medications you need.
- **Thermometer:** Pack a digital thermometer that works under your tongue, is easy to use, and not expensive to purchase. Make sure you have one with new batteries.
- **Face Coverings:** Pack multiple face coverings so that you can wear a fresh one each day.
- **Comfort Food:** Pack your favorite comfort snacks and drinks. Although the university will ensure meals are delivered to those isolating or quarantining on campus, sometimes your favorite snacks can provide comfort. Off-campus students should maintain a supply of foods in their home and be knowledgeable about how to order food delivery from their local grocery store or restaurant.
- **Comfortable Clothes:** Pack a few days' worth of comfortable clothes.
- **Hygiene Supplies:** Pack shampoos, soap, toothbrush, toothpaste, feminine products, etc.
- You can use your pillow and blanket from your current bed.
- **Phone Charger**
- **Book Bag**

In addition to your Go-Kit, you should ensure your academic materials (laptop, cell telephone and laptop chargers, books, etc.) are readily accessible to be brought to you.

If you forget anything, the Elements convenience store and campus bookstore will have supplies available for purchase. Arrangements may be made to obtain these items for you upon request and with sufficient notice.



F. Referral Process

The Student Health Center (SHC) or the Guilford County Health Department will make a determination for when a student should be placed in Isolation/Quarantine. The Student Health Center will contact Residence Life and make arrangements for the student to be placed in isolation/quarantine. The assigned temporary employee will be responsible for room assignments and making any necessary arrangements for access to technology. A healthcare provider within the Student Health Center will monitor the student daily.



G. Continuity of Care

The Student Health Center (SHC) will conduct daily wellness calls via tele-health by a board-certified SHC provider (physician or nurse practitioner) using the Doximity platform. Students can also call **336.334.7880** to arrange a tele-health appointment. Students should call UPD **336-334-7675** for any life-threatening emergencies; when calling, please inform the UPD dispatcher that you are in isolation or quarantine. The SHC is not able to provide tele-health services to students residing, isolating, and/or quarantining outside of the State of North Carolina.

Students residing in on-campus quarantine facilities will be provided the following amenities:

- 24/7y a week security will be provided for isolation/quarantine area for students.
- Academic Amenities
- Doximity Telehealth virtual medical service provided by the SHC

- Counseling Services – Provided by teleconference and managed by Dr. Vivian Barnette, executive director.
- Opportunity for daily temperature monitoring, managed by Housing and Residence Life
- Meals – Brunch and dinner 7 days a week delivered
- Linen Service – twice a weekly. (1 set of twin fitted sheets, one pillowcase, 1 bath towel and 1 face cloth)
- Microfidge – 1 per student residing in the room
- Thin Clients – Provided to each student who does not have a laptop
- Students will have access to a 24-hour on-call phone staffed by a housing professional hall director who is available for emergencies, emergency counseling and support, etc.



H. Isolation/Quarantine Hall Operations

Employees will be assigned to staff the Residence Hall from 8 a.m.-8 p.m. Monday-Friday and 9 a.m.-4 p.m. Saturdays and Sundays. The employees will ensure that meals are received and delivered, monitor traffic flow within the residence hall, make room assignments, and answer any non-medical phone calls as necessary for the occupants.

V. ACADEMIC ADJUSTMENTS

If necessary, academic departments will contact students in self-isolation, isolation, or quarantine to review options for students to continue their coursework. Students will have the option to send a notification to their instructors and advisor(s), notifying them of their current situation. Students in quarantine or isolation that do not have any signs or symptoms of illness are expected to continue classes through remote learning as established. Students in quarantine or isolation that are experiencing illness may request academic adjustments, including extensions on assignments. For questions regarding academic support, students can contact the appropriate department in Appendix A.

1. Virtual or phone appointments will be available for students who are in self-isolation, isolation and quarantine. Questions or concerns related to problems with academic support should be referred to Tonya Smith-Jackson, senior vice provost for academic affairs ([336-285-3020](tel:336-285-3020) or tsmithj@ncat.edu)
2. Any faculty notified of an on-campus students' illness or contact with COVID-19 should notify the Campus Health Center and the dean of their academic unit.

VI. ONGOING MONITORING OF IMPACTED STUDENTS/FIRST RESPONSE

Residence Life staff and Campus Safety staff will retain a roster of students known to be engaging in self-isolation, isolation and quarantine. Whenever emergency response is required for those students, responding N.C. A&T staff will wear appropriate personal protective equipment (PPE). Whenever Campus Safety or Residence Life staff are aware of an emergency response by external first responders to such a student, those N.C. A&T staff will inform the external first responders of the student's status in self-isolation, isolation or quarantine.

VII. INFORMATION FOR STAFF AND FACULTY

Employees in quarantine or isolation who are able to work from home should talk with their supervisor regarding the feasibility of telecommuting. Employees who work remotely will be paid for all work time. For those employees who are unable to work remotely (because of the nature of their work, and either a medical condition, age restriction or other permitted reason), may use available paid leave as provided in state, system, and N.C. A&T policies. Any employee who lacks adequate accrued paid leave to cover the necessary period of absence is encouraged to talk with Human Resources to explore available options. Employees should also reference existing institutional policies on sick leave and family leave.

Human Resources will retain a roster of all faculty and staff who will be on campus, working from home, and home on paid leave. It is important for all staff to report to their supervisors if they are absent from work or telecommuting so that the university can accurately account for the number of individuals on campus at any time in the event of an emergency

Student Services

RESOURCE	LOCATION	TELEPHONE	EMAIL
Center for Academic Excellence	Academic Classroom Building (ACB), Suite 320	336-334-7855	cae@ncat.edu
Client Technical Services	Bluford Library	336-334-7195	helpdesk@ncat.edu
Counseling Services	Murphy Hall, Suite 109	336-334-7727	counselingservices@ncat.edu
LGBTQA Resource Center	Student Center, Suite 353	336-334-7800	msc@ncat.edu
Library Services	Bluford Library	336-285-4164	ask@ncat.libanswers.com
Multicultural Student Center	Student Center, Suite 367	336-334-7800	msc@ncat.edu
Office of Accessibility Resources	Murphy Hall, Suite 101	336-334-7765	accessibilityresources@ncat.edu
Office of Career Services	Murphy Hall, Suite 101	336-334-7755	ocs@ncat.edu
Office of Financial Aid	Dowdy Building, Room 100	336-334-7973	finaid@ncate.du
Registrar's Office	Dowdy Building, Room 107	336-334-7595	registra@ncat.edu
Student Health Center	112 N. Benbow Road	336-334-7880	health@ncat.edu
Transfer Articulation Office	Dowdy Building, Room 107	336-285-4149	articulation@ncat.edu
Treasurer's Office	Dowdy Building, Room 112	336-334-7721	treasoff@ncat.edu
TRIO Student Support Services	Murphy Hall, Suite 212	336-334-7982	trisosss@ncat.edu
Virtual Tutoring	Academic Classroom Building (ACB), Suite 320	336-334-7855	cae@ncat.edu
Undegraduate Admissions	Webb Hall	336-334-7946	uadmit@ncat.edu
University Police Department (UPD)	Ward Hall, 406 Laurel Street	336-334-7675	upd@ncat.edu