

## Joliet Junior College COVID-19 Reporting Matrix

Medical Evaluation and Testing is **strongly recommended** for all persons with COVID-Like symptoms.

COVID-19 Status	A. COVID-19 diagnostic test Positive (Confirmed Case) OR COVID-19 diagnosis without diagnostic testing (probable case)	B. Symptomatic individual with a negative COVID-19 diagnostic test*	C. Symptomatic individual with an alternative diagnosis without negative COVID-19 diagnostic test*	D. Symptomatic individual without diagnostic testing or clinical evaluation	E. Asymptomatic individual who is a close contact to a confirmed OR probable COVID-19 case
<b>Notify Joliet Junior College</b>	Yes	Yes	Yes	Yes	Yes
<b>Faculty/Staff Notification Process</b>	Should an employee fall into any of the above categories, they should <b>immediately</b> inform their direct supervisor and complete the <a href="#">COVID-19 Confirmed or Suspected Case</a> report located on the website under COVID Information. A representative from Human Resources will perform contact tracing and notify all affected staff and faculty. COVID Positive cases and symptomatic on-campus cases will be reported to the ERRG.				
<b>Student Notification Process</b>	Should a student fall into any of the above categories, they should <b>immediately</b> complete the <a href="#">COVID-19 Confirmed or Suspected Case</a> report located on the website under COVID Information. The case will then be assigned to a contact tracer from the Office of Students Rights and Responsibilities. Should a student case involve an employee, Human Resources should be notified. COVID Positive cases and symptomatic on-campus cases will be reported to the ERRG.				
<b>Guidance for Exclusion for the Above Categories**</b>					
<b>Return to School Guidance</b>	Stay home at least 10-calendar days from onset of symptoms and for 24 hours with no fever (without fever-reducing medication) AND improvements of symptoms	Stay home until symptoms have improved/resolved.	Stay home until symptoms have improved/resolved.	Stay home at least 10 calendar days from onset of symptoms and 24 hours with no fever (without fever-reducing medication) AND improvement of symptoms.	Stay home for 14 calendar days after the last exposure to the COVID-19 case. If COVID-19 illness developed, use the 10-day isolation period guidance for a COVID-19 case from the onset date. A release from your local health department is required to end quarantine sooner than 14-days.
<b>Quarantine for Close Contacts?</b>	Yes	No	No	Household Members***	N/A
<b>Documentation Required to Return to School</b>	Release from Isolation letter issued by Local Health Department	Negative COVID-19 test results	Healthcare Provider's note with alternative diagnosis	None	None
<b>Notification</b>	Close Contacts and General Area	None	None	Close Contacts and General Area	None

\*If individual had been identified by public health for quarantine or knows they are a close contact to a case, the 14-day quarantine must be completed.

\*\* Exclusion guidance is based on the guidance from IDPH and CDC and is subject to change.

\*\*\* Consider quarantine for other close contacts if there was poor adherence to social distancing or use of face coverings.

COVID-19 Status  
Decision Making Process

Once staff, faculty or student report falling into one of the COVID-19 categories and was **On-Campus** in the previous 48-Hours from the time symptoms started (or an asymptomatic individual received a positive test result) the following will take place as part of the contact tracing process:

1. Determine, by interview (contact tracing), the close contacts\*.
2. Determine where the individual was on campus.
3. Immediately, or as soon as possible, notify Facility Services of the areas on campus where the individual was in order to disinfect these areas. If 24-hours has not passed, where feasible, the affected areas should be secured and access limited for 24-hours prior to disinfecting. If not feasible (common areas, hallways, restrooms, etc.) the area should be sanitized as soon as possible. Please remember, as part of our routine process, labs are disinfected between each session.
4. Determine if there was any other interaction with individuals, while on campus, that would not be considered close contacts.
5. Determine if the staff, faculty or student has a household member that works or attends JJC. This person would also need to follow close contact quarantine guidelines.
6. Direct notification should be made to all close contacts in order to provide them with quarantine instructions.
7. A general email notification will be made to those persons that interacted with the individual but that were not deemed to be close contact for employee cases only.

Human resources will be responsible for notifying affected employees. The Office of Student Rights and Responsibilities will be responsible for notifying affected students. Students and Employees are asked to complete the [COVID-19 Confirmed or Suspected Case](#) located on our website under COVID Information.

\*A close contact is anyone (with or without a face covering) who was within 6 feet of a confirmed case of COVID-19 (with or without a face covering), for at least 15 minutes. The period of close contact begins 2 calendar days before the onset of symptoms (for a symptomatic person) or 2 calendar days before the positive sample was obtained (for an asymptomatic person). If the case was symptomatic (e.g., coughing, sneezing), persons with briefer periods of exposure may also be considered contacts.

According to the CDC, “data are limited to precisely define the “prolonged exposure” to determine “close contact”, however 15 minutes of close exposure can be used as an operational definition for contact investigation. Factors to consider when defining close contact include proximity, the duration of exposure (e.g., longer exposure time likely increases exposure risk), whether the individual has symptoms (e.g., coughing likely increases exposure risk) and whether either the case patient or contact were wearing an N95 respirator (which can efficiently block respiratory secretions from contaminating others and the environment). At this time, differential determination of close contact for those using fabric face coverings is not recommended.”

**Contacts to close contacts of a case do not need to be excluded unless the close contact becomes a confirmed or probable case.**

Symptoms of COVID-19:

Fever (100.4°F or higher), **new** onset of moderate to severe headache, shortness of breath, **new** cough, sore throat, vomiting, diarrhea, abdominal pain from unknown cause, **new** congestion/runny nose, **new** loss of sense of taste or smell, nausea, fatigue from unknown cause, muscle or body aches.