

## Contact Tracing Overview for Schools

Follow the six steps below to conduct contact tracing, determine the isolation period for the positive case, the quarantine period for the close contacts.

Step 1: Identify Symptom Onset \_\_/\_\_/\_\_\_\_

- Determine the date of the first symptom
- If they deny having symptoms, review the full list of CDC COVID-19 symptoms to make sure
  - Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion, runny nose, nausea, vomiting, diarrhea
- If truly asymptomatic, determine the date that the positive test was obtained

Step 2: Define Infectious Window \_\_/\_\_/\_\_\_\_

- Go back 48 hours prior to symptom onset (date identified in step 1)
- This new date is the start of the infectious window

Step 3: Identify Close Contacts in the School Setting

- Identify individuals who were close contacts in the school setting from the start of the infectious window (date identified in step 2) until the start of isolation
- A **close contact** is someone within 6 feet for 15 minutes or more, cumulatively, over 24 hours, indoors or outdoors regardless of masks. For **students (not teachers or others) in a classroom setting only**, if both parties wore masks for entire duration of their contact, a close contact is a student within 3 feet for 15 minutes or more (cumulative over a 24 hour period).
- Note the most recent date of contact with each person identified

Close contact #1: \_\_\_\_\_ Last date of contact: \_\_/\_\_/\_\_\_\_

Close contact #2: \_\_\_\_\_ Last date of contact: \_\_/\_\_/\_\_\_\_

Close contact #3: \_\_\_\_\_ Last date of contact: \_\_/\_\_/\_\_\_\_

- A contact of a contact is NOT a close contact – there are no quarantine restrictions (for example, if a teacher was in close contact with their spouse who tested positive, the teacher is a close contact, but the teacher's student is a contact-of-a-contact of a positive case, testing and quarantine is not recommended for contacts-of-contacts).

Step 4: Determine Isolation Dates of Positive Case – isolate through \_\_/\_\_/\_\_, return \_\_/\_\_/\_\_

- **Isolation period** is date of symptom onset + 10 days

For asymptomatic cases, date positive test collected + 10 days

- To end isolation, the case must meet all 3 CDC criteria to discontinue self isolation:
  - *At least 10 days since symptoms started **and***
  - *At least 24 hours since resolution of fever (without the use of fever-reducing medication) **and***
  - *Other symptoms are (subjectively) improving*
- The CDC does not recommend a negative test result to return to school, as you may continue to test positive up to 90 days following the initial positive test

Step 5: Determine quarantine dates of close contacts

- Close contacts who are **not fully vaccinated or vaccination status unknown** should quarantine for 10 days following their last contact with the positive case
- Close contacts who are **fully vaccinated** (2 weeks past 2<sup>nd</sup> dose of Moderna or Pfizer or 2 weeks past single dose of Johnson & Johnson Janssen) may refrain from quarantine and if they do not have symptoms of COVID-19; it is still recommended that they get tested 5-7 days post-exposure and wear a mask for 14 days in indoor public settings following exposure or until receiving a negative test result.
- Close contacts who had a positive COVID-19 test in the past 90 days and have completed their isolation period may refrain from quarantine.
- Household contacts: if a positive case is *not able to isolate* (private bedroom, private bathroom, avoid common household areas) and there is *ongoing household contact*, the close contacts within the household must quarantine for the entire 10-day isolation period plus 10 days.
- Close contact #1: \_\_\_\_\_ Last date of contact: \_\_/\_\_/\_\_  
Quarantine through: \_\_/\_\_/\_\_
- Close contact #2: \_\_\_\_\_ Last date of contact: \_\_/\_\_/\_\_  
Quarantine through: \_\_/\_\_/\_\_
- Close contact #3: \_\_\_\_\_ Last date of contact: \_\_/\_\_/\_\_  
Quarantine through: \_\_/\_\_/\_\_

Step 6: Notify close contacts

*Through contact tracing, you [your child] has been identified as a close contact of a positive case [DO NOT PROVIDE OR CONFIRM IDENTITY].*

***If you [your child] are [is] not fully vaccinated, we advise you [your child] to quarantine for 10 days from the last date of exposure, through \_\_\_/\_\_\_/\_\_\_. It is a CDC recommendation that all close contacts of positive cases get tested for COVID-19, however, a negative test result is not a substitute for completing the quarantine period. You [your child] should self-monitor daily for all symptoms of COVID-19 and check your [his/her] temperature daily. Please refer to the CDC website to review a complete list of symptoms of COVID-19. You [your child] may not leave quarantine if you [he/she] are experiencing any of those symptoms. You [your child] may return on \_\_\_/\_\_\_/\_\_\_, as long as you [he/she] remain[s] symptom-free. Close contacts must continue to monitor for symptoms from days 11-14. If any symptoms develop, you [he/she] must self-isolate immediately and contact your [his/her] healthcare provider. Close contacts must take measures to prevent transmission of COVID-19 and increase attention to mitigation strategies days 11-14, including but not limited to wearing a mask in public, avoiding gatherings, and practicing social distancing.***

***If you [your child] are [is] fully vaccinated, you [he/she] do [does] not need to quarantine unless you [he/she] are symptomatic. It is still recommended that you [he/she] get tested 5-7 days post-exposure and wear a mask in indoor public settings for 14 days following exposure or until receiving a negative test result. If you [he/she] test[s] positive, you must isolate for 10 days.***