



GUIDELINES APPLY TO ALL OTTAWA UNIVERSITY COMMUNITY MEMBERS

- 1. We expect all members of our campus communities (students, faculty and staff) to be fully vaccinated as soon as they are able to do so.** If you HAVE NOT yet been fully vaccinated, please continue to use a mask on our campuses in all locations (indoors and outdoors). **NOTE: see updated definition of fully vaccinated below.**
- 2. Masks are REQUIRED INDOORS, on All OU Campuses for ALL Members of the Community**
 - ▶ Specific exemptions do exist for those with medical conditions as negotiated with the campus Covid-19 contact/HR Department.
 - ▶ Specific groups may have more specific guidelines: residence halls, athletics, and large events.
 - ▶ Private offices/spaces are exempt when access is restricted and/or individual is alone.
- 3. Continue to Practice Good Hygiene**
 - ▶ Wash your hands, especially after touching frequently used items or surfaces
 - ▶ Avoid touching your face
 - ▶ Sneeze or cough into a tissue or inside your elbow
 - ▶ Disinfect frequently used items and surfaces as much as possible
 - ▶ Use face coverings while in ALL campus buildings
- 4. Any Member of the Community, Regardless of Vaccination Status, Who Feels Sick Should Stay Home and Don't Go to Work or School**
 - ▶ Don't go to work or school
 - ▶ Contact and follow the advice of your medical provider.
 - ▶ Stay home until you have been symptom free for 72 hours without the use of medications

Any individual, regardless of vaccination status, who is presenting with Covid-19 symptoms, should quarantine immediately and be tested as suggested by the campus Covid-19 contact or external testing location in use (as applicable). Covid-19 symptoms include, but are not limited to:

- ▶ 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 or runny nose
- ▶ Nausea or vomiting
- ▶ Diarrhea

- 5. Any member of the OU community who believes they have been DIRECTLY exposed to Covid-19 (whether confirmed or not) should inform their designated campus Covid-19 contact immediately (and their manager in the case of an employee) and cooperate in preparing a contact list of all direct contacts for notification.** NOTE: It typically takes five (5) days from exposure) for symptoms to present themselves and/or for an individual to become infected with the virus.

Non-vaccinated members of the community who are DIRECTLY exposed to Covid-19 must quarantine immediately following the instructions noted below.

Full-vaccinated members of the community who are directly exposed, but DO NOT present with symptoms, should follow the quarantine instructions below for fully vaccinated individuals. If a fully vaccinated individual presents with symptoms, he/she should stay home, not go to work or school, and be tested as soon as possible. If the result is negative, follow the quarantine instructions below for fully vaccinated individuals. If the result is positive, see isolation instructions below. **(Note: see updated definition for fully vaccinated below).**

6. Updating Current Vaccination Information and Status

It is important for the health and safety of entire campus community that Covid-19 vaccination status records are kept up-to-date, especially now that boosters, time frames for vaccinations, and types of vaccinations all factors used to determine things like quarantine and isolation timelines with the most recent update from the CDC.

Please watch for updates from OUHR EMAIL (for Employees) and the Student Development Office (for students) to determine how vaccination information will be shared and tracked going forward. Processes are changing and new support systems are becoming available, and these will change how this information is securely collected and stored.

7. Tracking POSITIVE Covid-19 Cases and CLOSE CONTACT-DIRECT EXPOSURES

Guidelines on tracking and reporting positive Covid-19 cases and close contacts continues to evolve. Please watch for updates from OUHR EMAIL (for Employees) and the Student Development Office (for students) with guidance on what to do if you, someone close to you, or a close contact becomes sick or receive a Positive Covid-19 test result.

The University will keep you apprised of the best way to share this information to track and maintain information in its systems most effectively and to keep everyone as healthy as possible.

CAMPUS COVID-19 CONTACT INFORMATION

CAMPUS	CONTACT	EXTENSION	DIRECT DIAL
Overland Park Campus	Chad Taldo	Ext. 18637	913-266-8637
Wisconsin Campus	Brian Patterson	Ext. 35106	262-785-5106
Surprise Residential Campus (Student)	Kevin Andres	Ext. 27541	623-233-7541
Arizona Campuses (Phoenix Students / All Employees)	Keith Johnson	Ext. 27553	623-233-7553
Ottawa Residential Campus (Student)	Health Services Office	Ext. 12330	785-248-2330
Ottawa Residential Campus (Employees)	HR Department	Ext. 12350	785-248-2350

TESTING OPTIONS

VACCINATED INDIVIDUALS

Direct Exposure - No Symptoms

It is becoming increasingly hard to find Covid-19 testing options in a timely manner. **The CDC now includes approved AT HOME TESTS as an acceptable option for determining Covid-19 status.**

The Federal Government recently rolled out the following website to order free AT HOME TESTS to be delivered directly to your home: <https://www.covidtests.gov/>

On January 15, 2022, the Federal Government passed a law requiring insurers to reimburse policy holders up to \$12 per test for the purchase of up to eight AT HOME Covid-19 TESTS during a 30-day period. As you look for AT HOME TEST options, keep this in mind and review your health insurance coverage for specific application and processing. Note that reimbursement is limited to those tests that have received emergency use authorization from the Food and Drug Administration. Currently this includes the following tests (this list may update on an ongoing basis):

Brand Name	Tests per Pack	Number of Tests Available for \$0 in 30 Days
Ellume Covid-19 Home Test	1	You can purchase up to 8 individual tests at \$0 for 30 days.
Binaxnow Covid-19 AG Card Home Test	2	
Ellume Covid-19 Home Test	1	
Inteliswab Covid-19 Home Test	2	
Quickvue At-Home Covid-19 Test	5	
Quickvue At Home Covid-19 Test	2	
On / Go Covid-19 Antigen Self-Test	2	
FlowFlex Kit Home Test	1	

DEFINITION OF "DIRECTLY EXPOSED" OR "CLOSE CONTACT"

Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

Pursuant to CDC Guidelines, if the individual is over the age of 65 or has an underlying medical condition, they are encouraged to work with the University to explore alternatives that best suit their needs. Employees should discuss their needs with their manager and the supervisor will work with the HR Department to define a plan that best works for the employee in their role with the University.

DEFINITION OF FULLY VACCINATED

A full vaccination is both doses of a two-dose vaccination within the last 6 months or one dose of a single dose vaccination within the last 2 months documented on a vaccination card OR both doses of a two-dose vaccination plus booster or one dose of a single dose vaccination plus booster documented on a vaccination card.

ISOLATION INSTRUCTIONS

If you test positive for Covid-19, regardless of vaccination status.

- ▶ Stay home for 5 days.
- ▶ After 5 days, you can leave isolation after you have no further symptoms, or your symptoms are resolving (no fever within past 24 hours).
- ▶ Continue to wear a mask around others for 5 additional days after you no longer have any symptoms

QUARANTINE INSTRUCTIONS

If you were exposed to someone with Covid-19. NOTE: See updated definition of fully vaccinated above on page 2.

FULLY VACCINATED INDIVIDUALS

- ▶ Wear a mask around others for 10 days.
- ▶ Test on day 5. If result is negative, continue to mask for an additional 5 days. If the result is positive, see isolation instructions above.
- ▶ If you develop symptoms at any time, get a test and stay home until you receive results.

NON-FULLY VACCINATED INDIVIDUALS

- ▶ Stay home for 5 days. After that, continue to wear a mask around other for 5 additional days.
- ▶ Test on day 5. If result is negative, continue to mask for an additional five days. If the result is positive, see isolation instructions above.
- ▶ If you develop symptoms at any time, get a test and stay home until you receive results.

DOMESTIC AND INTERNATIONAL TRAVEL

Ottawa University supports CDC guidelines if you choose to travel. Follow the most current CDC guidelines, which includes following all state or local recommendations or requirements upon your return—[cdc.gov/travel](https://www.cdc.gov/travel).