

PROCESS MAP FOR SAN BENITO COUNTY SCHOOLS

When students, parents or staff test positive, San Benito County Public Health is notified.

If there is a student/staff report of a laboratory confirmed positive COVID-19 case BEFORE you hear from San Benito County Public Health, call for guidance at (831) 637-5367.

DISEASE INVESTIGATION & CONTACT TRACING

Public Health will conduct a disease investigation and will work with schools to determine those who have had close contact with an infected individual.

1



School officials will be notified of a positive COVID-19 case relating to a student/staff so they may assist with the disease investigation and contact tracing process.

2



Public Health will call the person who tested positive and ask a series of questions to determine who that person recently had close contacts with.

3



Public Health will reach out to those persons who have been identified as close contacts, will verify the close contact with the COVID-19 infected person, and have them quarantine for 14 days.

CLOSE CONTACT EXPOSURE

- A **close contact exposure** is defined as: **being closer than 6 feet for 15 minutes or more with a laboratory confirmed COVID-19 infected person.** Consult with Public Health Services at the phone number above as needed.
- Contact the parents of the student **who has had a close contact** exposure.
- Isolate the exposed students/staff until they can be sent home.
- Disinfect any areas **where the infected person has been.**
- Communicate the **close contact exposure** and the precautions being taken to the cohort, while preserving confidentiality.
- **Close contact exposures need to quarantine for 14 days from the date of the last exposure to the positive COVID-19 person.** Consult with Public Health Services as needed.
- Distance learning will be arranged for students.
- Work closely with Public Health Services to determine if a partial or full school closure is warranted.
- Communicate the confirmed exposure and/or partial or full school closures and next steps to the cohort, while preserving confidentiality.
- An HR representative should reach out to any impacted employees regarding leave

RETURN TO SCHOOL

For close **contact exposures**, students/staff can return to school after 14 days of quarantine.

For **positive COVID-19 students/staff**, Public Health can provide a written clearance letter if requested. The person's medical provider may also provide a clearance letter.

