Step-by-Step Guide for Students attending McMaster Locations In-Person during COVID-19

Purpose

This document is provided to guide students with information about self-assessment, reporting and minimizing exposure to COVID-19. Materials should be read in conjunction with the McMaster COVID-19 webpages.

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Self-Assessment and Reporting

Student Responsibilities when attending McMaster Locations In-Person

1. Complete the COVID-19 Awareness Training before attending McMaster locations in person the first time.

2. Complete the Ontario COVID-19 self-assessment tool everyday no more than one hour before arriving onsite and follow the recommendations.

3. Contact McMaster’s Occupational Health Nurse (OHN) via email at occhealthnurse@mcmaster.ca when you are having symptoms or have tested positive for COVID-19, or your self-assessment results recommend testing or self-isolation.

NOTE: The OHN will store your personal information securely to ensure confidentiality. The OHN will share only relevant information with McMaster’s COVID-19 Rapid Response Team for the purpose of enabling that team of university leaders to fulfil their responsibilities relating to the health and safety of the McMaster University community.

Updated as of September 2, 2020
Based on Ontario COVID-19 Self-Assessment tool v.3.9
Probable COVID-19 Exposure or Confirmed Case

Students Responsibilities if you:

- have been referred for testing or advised to self-isolate
- have symptoms of COVID-19
- have tested positive for COVID-19
- have travelled from out of country within the last 14 days
- had close physical contact with someone who is having symptoms of COVID-19 or recently travelled within the last 14 days with COVID-19 symptoms

1. Do not attend McMaster locations in-person.

2. Contact McMaster’s Occupational Health Nurse (OHN) via email at occhealthnurse@mcmaster.ca and provide your:
   - Name
   - Email and phone number
   - Department/Faculty name
   - Results from the Ontario COVID-19 self-assessment tool

   **NOTE:** The OHN will only share relevant information with McMaster’s COVID-19 Rapid Response Team for the purpose of enabling that team of university leaders to fulfil their responsibilities relating to the health and safety of the McMaster University community (e.g., location for cleaning purposes).

3. Follow the recommendations received from the Ontario COVID-19 self-assessment tool and your healthcare practitioner or Public Health.

4. You will be contacted by the Student Wellness Centre to follow up on your notification.

- **If you have been attending virtual classes** and are feeling well enough, please continue to attend classes virtually. If you are not well enough to participate in virtual classes, students are to follow any standard methods for absence reporting as per faculty protocols.

- **If you are living in residence,** contact your Residence Life Area Coordinator (RLAC) or the North Quad Service Centre for more information. You will need to follow self-isolation practices in your residence.

- **If you are onsite and feeling unwell,** immediately put on a mask if you are not already wearing one. You are encouraged to notify your instructor. You will be asked follow up with your healthcare practitioner and/or complete the Ontario COVID-19 self-assessment tool.

   **NOTE:** Medical clearance needs to be provided prior to returning to classes, labs, research facilities, etc., on-site. Details are listed below.
**Returning to Campus**

**Student Responsibilities following COVID-19 related illness, symptoms, travel, or isolation**

1. Follow the recommendations from the Ontario COVID-19 self-assessment and from Public Health or your healthcare practitioner.
2. Depending on the situation, you need to have completed the 14-day isolation period, be asymptomatic and/or had a negative test result.
3. Staff at the Student Wellness Centre will contact you directly to review the date you can return to campus and any documentation that may be required.

**Notification**

**Will students, faculty or staff be notified by the university if someone is positive for COVID-19 and they were on-site at the same time?**

When the University is notified that a student, faculty or staff member is experiencing medical symptoms, cleaning and disinfection of the affected area will be completed in compliance with public health guidelines. This will be done even if the individual has not tested positive for COVID-19.

- All surfaces with which the individual has come into contact must be cleaned.
- Public areas where a symptomatic person has passed through and spent minimal time (such as corridors) but which are not visibly contaminated with bodily fluids do not need to be specially cleaned and disinfected.
- A prompt and enhanced cleaning of the work area will be completed as soon possible when McMaster is advised of medical symptoms.

**Note:** the affected space (not the entire building) may need to be shut down for a period of time until cleaning is completed.

Should a member of the McMaster community test positive for COVID-19, Public Health will do contact tracing to identify individuals that may have been in close contact and may be at risk. Public Health will contact those individuals directly.

In the event of a positive test results, faculty, staff and students should all be vigilant and continue to self-monitor for symptoms using the [Ontario COVID-19 self-assessment tool](https://www24.gov.on.ca/content/dam/geo/moh/self-assessment-tool/index-en.html). As the laboratory testing capacity has increased, additional testing is available for those that are having even mild symptoms or those that are asymptomatic but are concerned about COVID-19 exposure or are essential workers. Individuals can contact their local Public Health unit for details and to arrange testing as needed.