

STUDENTS

WHAT TO DO IF YOU'VE TESTED POSITIVE FOR COVID-19

Health and Safety Requirements

- Follow all [public-health guidance](#).
- Complete the full duration of your minimum 10-day isolation.
- It is critically important that you respond to state and county contact tracers.

Note that you and your close contacts will receive a text message from the Indiana State Department of Health from the phone number 877-548-3444. The department will also call from the phone number 833-670-0067 (these calls may display as "IN Health COVID").

Responsibilities as a Student

- Submit a [CARE Referral Form](#) regarding your positive COVID-19 test result.
- You may also submit additional notifications to the dean of students at dos@pfw.edu, Student Housing (if you live in Student Housing) at housing@pfw.edu, instructors, and advisors. Your instructors and/or advisors will be strongly encouraged to submit a [CARE Referral Form](#) on your behalf.
- *A note for instructors: Once you have submitted the CARE Referral Form, you have no further reporting responsibilities. In order to protect student privacy, instructors should not disclose to their class that the student has tested positive for COVID-19.*

You are not required to disclose personal health information to the university or your instructor beyond keeping your instructor informed about your ability to attend class and complete required assignments. You should also communicate with your instructor about your expected return date to class.

Aggregate data on self-reported student COVID-19 cases will be added to the [campus dashboard](#) each Friday.

After You Submit a CARE Referral Form

- You will receive a more detailed COVID-19 form requesting the date of symptom onset (if you are symptomatic), the date your positive COVID-19 test was performed, your housing situation (including if you have notified your roommates), and support services that would help you during your isolation period.
- This form will also give you the option of asking the CARE team to contact your instructors.
- The CARE team will regularly contact you while you are in isolation to check on your symptoms and health status.

Care Team Message

Upon your request, instructors and advisors will receive the following message from the CARE team:

Professors, Instructors, and Advisors:

You are being contacted as a faculty or staff member who works with STUDENT NAME. Please be advised that STUDENT NAME may be unable to attend courses at this time. STUDENT NAME is to contact you as soon as possible regarding courses and a return date.

This email is being provided as a courtesy by our office for both you and STUDENT NAME. Per Purdue Fort Wayne regulations, class attendance policy is determined by the instructor. All matters related to attendance, including the makeup of missed work, are ultimately to be arranged between the student and instructor.

- *A note for instructors: Please be aware that this is the uniform message that the CARE team sends to instructors and advisors regardless of the specific health, personal, or other issue that is keeping the student out of class.*
- *As the message indicates, it is the student's responsibility to communicate with their instructors about (1) their ability to attend class virtually (if that is an option for the course), (2) their ability to complete course assignments, and (3) an expected date of return to class.*
- *Instructors should not ask their students why they are unable to attend class, as students are not required to disclose to instructors that they have tested positive for COVID-19.*
- *A note for instructors: Please provide as much flexibility as is reasonably possible to support students who are unable to attend courses. See the [Instructional Preparedness Recommendations](#) for additional guidance on supporting students who test positive for COVID-19 or have to self-quarantine.*

Contact Tracing

- The classroom contact-tracing process will begin after you submit your detailed COVID-19 form to the CARE team.
- Classroom seating charts will be used to identify close contacts (anyone within six feet).
- If you live in Student Housing, your roommates will also be identified as close contacts.
- Purdue Fort Wayne will report your name, address, phone number, date of birth, race and ethnicity, date of symptom onset (if known), and date of positive test to the Allen County Department of Health to comply with department guidelines and to ensure that you will be contacted by Allen County contact tracers.
- Purdue Fort Wayne will report your name, address, phone number, date of birth, sex, date of positive test or date of last known exposure, and the same information for each of your close contacts to the Indiana State Department of Health to comply with department guidelines and to ensure that close contacts will receive proper notification and guidance on self-quarantine protocols.

Returning to Campus

You will be cleared to return to campus when you have [met three conditions](#):

1. It has been at least 10 days since the onset of symptoms (if you are symptomatic) or since the date of your positive test.
2. You have been fever-free for at least 24 hours without the aid of fever-reducing medications.
3. Your symptoms have improved.

Even if you have met conditions 2 and 3 before 10 days have passed, you should still stay in isolation for the full 10 days.

WHAT TO DO IF YOU ARE A CLOSE CONTACT OF A POSITIVE COVID-19 CASE

- Follow all [public health guidance](#).
- Complete the full duration of your 14-day self-quarantine.
- It is also critically important to respond to state and county contact tracers.

Note that you and your close contacts will receive a text message from the Indiana State Department of Health from the phone number 877-548-3444. The department will also call from the phone number 833-670-0067 (these calls may display as “IN Health COVID”).

Notification of Self-Quarantine

- Submit a [CARE Referral Form](#) regarding your potential COVID-19 exposure and need to self-quarantine.
- You may also submit additional notifications to the dean of students at dos@pfw.edu, Student Housing (if you live in Student Housing) at housing@pfw.edu, instructors, and advisors. Your instructors and/or advisors will be strongly encouraged to submit a [CARE Referral Form](#) on your behalf.
- *A note for instructors: Once you have submitted the CARE Referral Form, you have no further reporting responsibilities. In order to protect student privacy, instructors should not disclose to their class that the student has to self-quarantine as a result of a potential COVID-19 exposure.*

Aggregate data on self-reported employee COVID-19 self-quarantines will be added to the [campus dashboard](#) each Friday.

After You Submit a CARE Referral Form

- You will receive a more detailed COVID-19 form requesting additional information about your health status and support services that would help you during your self-quarantine period.
- This form will also give you the option of asking the CARE team to contact your instructors.
- The CARE team will regularly contact you while you are in self-quarantine to check on your symptoms and health status.

Upon your request, instructors and advisors will receive the following message from the CARE team:

Professors, Instructors, and Advisors:

You are being contacted as a faculty or staff member who works with STUDENT NAME. Please be advised that STUDENT NAME may be unable to attend courses at this time. STUDENT NAME is to contact you as soon as possible regarding courses and a return date.

This email is being provided as a courtesy by our office for both you and STUDENT NAME. Per Purdue Fort Wayne regulations, class attendance policy is determined by the instructor. All matters related to

attendance, including the makeup of missed work, are ultimately to be arranged between the student and instructor.

- *A note for instructors: Please be aware that this is the uniform message that the CARE team sends to instructors and advisors regardless of the specific health, personal, or other issue that is keeping the student out of class.*
- As the message indicates, it is the student's responsibility to communicate with their instructors about (1) their ability to attend class virtually (if that is an option for the course), (2) their ability to complete course assignments, and (3) an expected date of return to class.
- Instructors should not ask their students why they are unable to attend class, as students are not required to disclose to instructors that they have been exposed to COVID-19.
- *A note for instructors: please provide as much flexibility as is reasonably possible to support students who are unable to attend courses. See the [Instructional Preparedness Recommendations](#) for additional guidance on supporting students who have been exposed to COVID-19 or have to self-quarantine.*

Contact Tracing

- Purdue Fort Wayne will report your name, address, phone number, date of birth, sex, and date of last known exposure—identifying you as a close contact due to potential exposure to COVID-19 in a classroom or Student Housing—to the Indiana State Department of Health to comply with department guidelines and to ensure that close contacts will receive proper notification and guidance on self-quarantine protocols.

Returning to Campus

After self-quarantining, you will be cleared to return to campus after you have [met two conditions](#):

1. It has been at least 14 days since your last known COVID-19 exposure.
2. You have not become symptomatic.

You must complete the full 14-day self-quarantine even if you test negative for COVID-19 during your quarantine.

If you become symptomatic in self-quarantine, you should contact the Campus Health Clinic at 260-481-5748, or otherwise arrange a [COVID-19 test](#).

If you choose to get a COVID-19 test while in self-quarantine, current public-health guidance recommends waiting until at least five days have passed since their last known COVID-19 exposure before being tested. If you test positive for COVID-19, you should follow relevant isolation protocols and update your health status with the CARE team.