

Harrisburg School District

Protocol for Communication for Positive COVID-19 cases

Parents and Staff who were exposed to a diagnosed individual will be notified within 24 hours and will be advised to quarantine at home for 14 days following exposure and to seek testing should symptoms develop. The goals of this interaction are to inform the person that they may have been exposed to COVID-19, assess their medical condition and other risk factors, and gather information for continued monitoring and support. Developing trust and a warm, empathetic rapport, while maintaining a professional relationship, is key to providing effective support and collecting accurate information to inform the next steps in the contact tracing investigation.

District office Designee will create a script/talking points for communicating needed information.

1. Communication with Parents: Bryan Starr, Superintendent or designee
2. Communication with Staff: Bryan Starr, Superintendent or designee
3. Communication with District Office: Bryan Starr, Superintendent or designee
4. Communication with District/School Nurse: Bryan Starr, Superintendent or designee

Communication script for parents and staff:

It has come to the school districts attention that possible COVID-19 exposure took place on (date) at the (which campus). We are working closely with the Local Health Department who will assist us in our response team. In order to stop COVID-19 from spreading in the community, we follow up with people who have been exposed, and work with them to make sure they get care if they need it. We also ask them to watch for symptoms and stay separate from others so that they don't spread it by accident, if they start to get sick. All individuals who may have the virus or who test positive, we must maintain personal confidentiality. This means all personal and medical information will be kept private and only shared with those who may need to know, like your health care provider.

[Communication Flow Chart link](#)

Resource: <https://www.cdc.gov/coronavirus/2019-ncov/php/notification-of-exposure.html>