READY SET LEARN

BEND-LA PINE SCHOOLS

PLANNING FOR A SAFE RETURN TO SCHOOL IN 2021-2022

COMMUNICATIONS GUIDANCE

FOR COVID-19 POSITIVE CASES

Bend–La Pine Schools

COVID-19 PRIMARY/NON-PRIMARY SYMPTOM CHECKER FOR STUDENTS AND STAFF

People with COVID-19 can have a wide range of symptoms, ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. The "primary" COVID-19 symptoms require exclusion from school. The "non-primary" COVID-19 symptoms can be seen with many other illnesses, in addition to COVID-19. The non-primary symptoms may require exclusion. Students with non-primary symptoms may be able to return to school if symptoms significantly improve after 24 hours or with a note from their healthcare provider clearing them to return to school. When feasible, ill students and staff with any primary COVID-19 symptoms should be encouraged to seek viral testing. If a student has non-primary symptoms that persist for more than one day, the parent should consider evaluation by the child's healthcare provider who can determine if viral testing is advised. If a staff member has nonprimary symptoms that persist for more than one day, the staff member should consider evaluation by their healthcare provider who can determine if viral testing is advised.

PRIMARY COVID-19 SYMPTOMS

- ▶ Cough
- ▶ Temperature of 100.4°F or higher
- ▶ Chills
- ▶ Shortness of breath
- ▶ Difficulty breathing
- ▶ New loss of taste or smell

NON-PRIMARY COVID-19 SYMPTOMS

- ▶ Fatigue
- ▶ Muscle or body aches
- ▶ Headache
- ▶ Sore throat
- ▶ Nasal congestion or runny nose
- ▶ Nausea or vomiting
- ▶ Diarrhea

PRESUMPTIVE CASE* INDIVIDUAL WHO:

- ▶ Has at least two of the following COVID-19 symptoms: shortness of breath, cough, fever, new loss of smell or taste;
- ▶ Has not had a positive COVID-19 viral test; AND
- ▶ Had close contact with a confirmed case in the past 14 days

* Confirmed to the health department of healthcare provider note stating date of diagnosis

* For the purposes of this document. Note that OHA and LPHAs have a more detailed definition that includes things that are not applicable in school settings.

KEEPING OUR **STUDENTS, STAFF AND COMMUNITY HEALTHY** IS A PRIORITY

WHEN TO STAY HOME

COVID-19 SYMPTOMS OR EXPOSURE

1 | **In the past 24 hours, your student has had any symptoms of COVID-19 including: cough, fever of 100.4°F or greater, chills, shortness of breath or difficulty breathing, sore throat, muscle pain, new loss of taste or smell, nausea, nasal congestion, runny nose or headache OR if in the past 48 hours your student has experienced vomiting or diarrhea.**

▶ Consider seeking immediate medical attention for breathing difficulty (unable to catch their breath, gasping for air, breathing too fast or too shallowly, breathing with extra effort such as using muscles of the stomach, chest, or neck).

▶ If, within the past 24 hours, your student has taken medication to treat a fever (100.4° F or higher) such as ibuprofen (Advil, Motrin), acetaminophen (Tylenol), etc., please stay home.

2 | **Your student has tested positive for COVID-19 and has not yet met criteria for return to school (no fever for 24 hours, at least 10 days since the start of symptoms, and other symptoms are improving).**

3 | **If your student has not been fully vaccinated and has been identified as a close contact of someone diagnosed with COVID-19.**

Bend–La Pine Schools

COVID-19 PRIMARY/NON-PRIMARY SYMPTOM CHECKER FOR STUDENTS AND STAFF

IF A STUDENT REPORTS OR STAFF OBSERVES:

1 non-primary symptom and no exposure to suspected or confirmed case of COVID-19.

➡ The student can return to school **24 hours after** symptom improves or resolves. For vomiting and diarrhea, student can return to school 48 hours after symptom resolves.

10 days in isolation from symptoms onset AND meet the 3 criteria listed below in green box
OR

1 or more primary symptoms and no exposure to suspected or confirmed case of COVID-19 within the last 14 days, student can return to school AFTER:

➡ Negative COVID-19 test and signed note by a healthcare provider clearing individual to return to school
AND
Meet the 3 criteria listed below in green box.

Individual symptoms improving or resolved.
AND
Fever-free > 24 hours without the use of fever reducing medication.
AND
Follow Deschutes County Communicable Disease Exclusion Guidelines.

WHEN SHOULD I GET TESTED?

I'VE BEEN EXPOSED TO COVID-19 BUT I DO NOT HAVE SYMPTOMS:

DAYS AFTER EXPOSURE

Too Early to Test

Best Time to Test

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

Last exposure to Covid-19

Able to get vaccinated against COVID-19 (if eligible)

CONSIDERATIONS

► PCR/molecular tests have fewer false negative results than antigen tests.
► If you live with someone who has COVID-19, your last exposure to the virus would be on the day they finish their isolation.
► If you develop symptoms at any time, isolate from others and get tested.
► A negative test result indicates that you did not have COVID-19 at the time of testing.
► COVID-19 can still develop during the 14 day period after exposure, so continue to take steps to protect yourself and others.
► If you test positive, follow the isolation guidelines provided by the Deschutes County Health Department.

HEALTH SERVICES
PUBLIC HEALTH

WHAT IF A **STUDENT OR STAFF MEMBER** TESTS POSITIVE?

STEP-BY-STEP SCENARIO:

| STUDENT TESTS POSITIVE	STAFF TESTS POSITIVE
Student's family alerts school nurse or school administration.	Staff member alerts supervisor or administration and Human Resources of positive test.
⬇	⬇
Instructions to isolate positive student will be provided to families/students.	Administrator or Human Resources alerts Health Services Supervisor and Safety Director regarding positive test.
⬇	⬇
District contacts Deschutes County Health Services to notify them of a positive case. Bend-La Pine Schools will begin contact tracing process.	Isolation instructions will be provided to positive individual.
⬇	⬇
Bend-La Pine Schools will notify families/staff of cohorts and/or individuals identified as close contact to quarantine.	District contacts Deschutes County Health Services to notify them of a positive case. Bend-La Pine Schools will notify families/staff of cohorts (if applicable) and/or individuals identified as close contacts to quarantine.
⬇	⬇
If positive case was on site during their infectious period, Bend-La Pine Schools will notify school families of a positive case by letter.	If the staff member is a teacher, a substitute will be called to fill in during time of self-isolation.

WHAT IF A **STUDENT** PRESENTS ILLNESS AT SCHOOL?

STEP-BY-STEP SCENARIO:
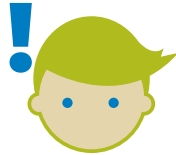
Student feels unwell.

⬇

Teacher calls front office to request that an adult accompany the student to the health room.

⬇

Designated staff takes student's temperature.

⬇

Student presents COVID-19 symptoms.

⬇

Student waits in school isolation room until parent/guardian can pick up student.

⬇

Student is encouraged to see health care provider.

IF TESTED FOR COVID-19:

➖ TEST IS NEGATIVE

- Family is required to keep student home with a temperature of 100.4° F or higher until fever free 24 hours without the use of fever reducing medication.
- Student may go back to school when symptoms improve or resolve after 24 hours. For vomiting or diarrhea, symptoms must have <u>resolved</u> for 48 hours before returning to school.
- Oregon licensed health care provider*, if required, provides note clearing student to return to school if COVID-19 test was a rapid antigen or home test.
- Follow Deschutes County Health Services Communicable Disease Exclusion Guidelines for Schools and Childcare Setting.

➕ TEST IS POSITIVE

- Family alerts school of positive test.
- School alerts Health Services Supervisor and District.
- District alerts designee at Deschutes County Health Services.
- Deschutes County Health Services will confirm positive results, interview student/parent, contact tracing begins.
- Follow Deschutes County Health Services Communicable Disease Exclusion Guidelines for Schools and Childcare Setting.

*Oregon licensed health care provider is defined per GBEB/JHCC-AR

Bend–La Pine Schools

WHAT IF A **STAFF MEMBER** PRESENTS ILLNESS WHILE AT SCHOOL OR WORK?

STEP-BY-STEP SCENARIO:

Staff has one non-primary COVID-19 symptom.	Staff has one or more primary COVID-19 symptoms.
⬇	⬇
Staff has no-known exposure to suspected or confirmed COVID-19 case.	Staff has no-known exposure to suspected or confirmed COVID-19 case.
⬇	⬇
Staff notifies supervisor.	Staff notifies supervisor and school nurse.
⬇	⬇
Staff is expected to leave school/work.	Staff is expected to leave school/work.
⬇	⬇
Staff returns to school/work 24 hours after symptoms improve or resolve. For vomiting or diarrhea, employee may return 48 hours after symptoms have resolved.	Staff is encouraged to see family physician.

IF TESTED FOR COVID-19:

⊖ TEST IS NEGATIVE

► Staff is expected to stay home with a temperature of 100.4° or higher until fever free 24 hours without the use of fever reducing medication.
► Oregon licensed health care provider*, if required, provides note clearing staff to return to school if COVID-19 test was a rapid antigen or home test.
► Staff may go back to school when symptoms improve or resolve after 24 hours. For vomiting or diarrhea, employee may return 48 hours after symptoms have resolved.
► Follow Deschutes County Health Services Communicable Disease Exclusion Guidelines for Schools and Childcare Setting.

⊕ TEST IS POSITIVE

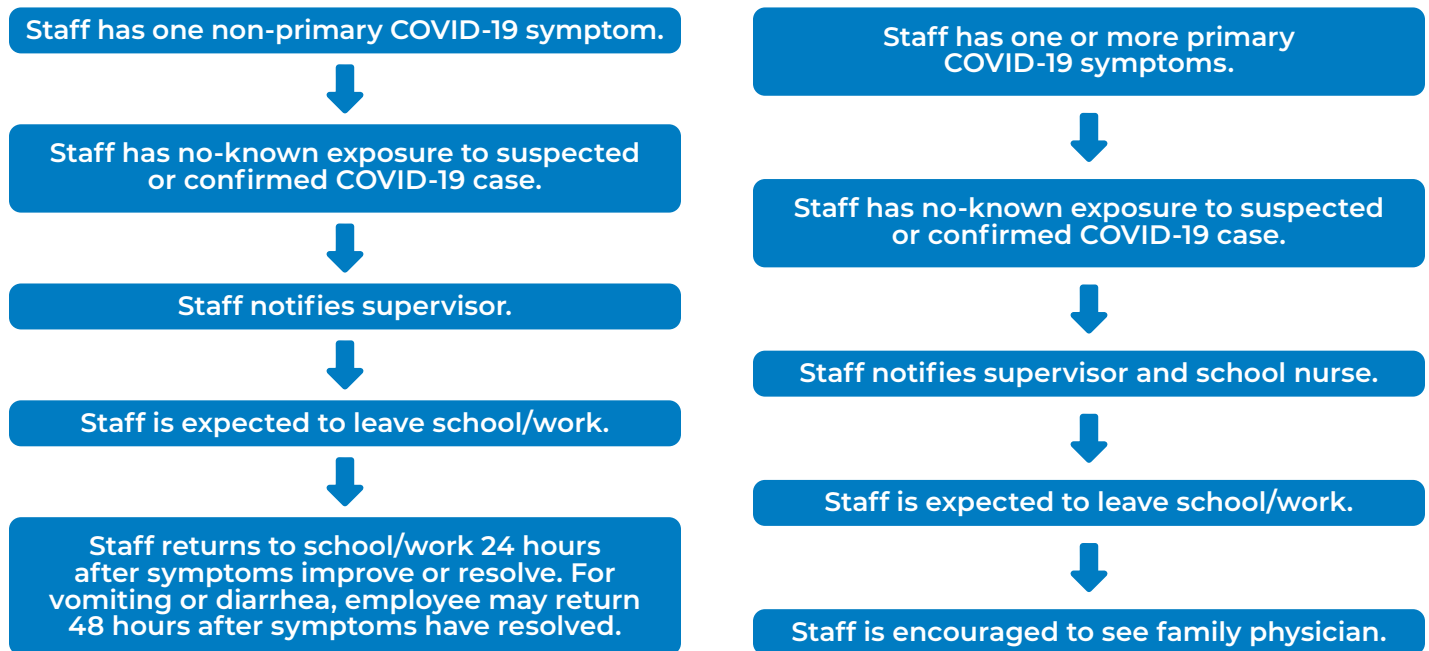► Staff alerts their supervisor of positive test.
► Supervisor alerts Health Services Supervisor or designee.
► Health Services Supervisor alerts designee at Deschutes County Health Services.
► Bend-La Pine Schools will begin contact tracing process.
► Follow Deschutes County Health Services Communicable Disease Exclusion Guidelines for Schools and Childcare Setting.
► Positive staff person will be out a minimum of 10 days from symptom onset or 10 days after a positive test was administered if asymptomatic.

*Oregon licensed health care provider is defined per GBEB/JHCC-AR.
*Without a health care provider note, COVID tests must be NAAT or PCR.
*With a health care provider return to school note, COVID tests can be Rapid, NAAT or PCR.

WHAT IF A **FAMILY MEMBER OR FRIEND** TESTS POSITIVE?

If student is ASYMPTOMATIC, student should wait in the **health room** while nurse or administrator calls parent/guardian.

If student is SYMPTOMATIC, student should wait in the **isolation room** while nurse or administrator calls parent/guardian.

An unvaccinated student or staff member has been exposed to a person with confirmed COVID-19 **within their household.** The student or staff member is not currently showing symptoms.

The individual will be expected to go home (if not home already).

Quarantine at home following Bend-La Pine Schools quarantine guidance (see pages 9–10). If additional household members become ill with COVID-19, or if the exposed person cannot avoid continued close contact, the length of quarantine may be >14 days.

Siblings or family who are also Bend-La Pine Schools employees should also quarantine at home following Bend-La Pine Schools quarantine guidance (see pages 9–10). If additional household members become ill with COVID-19, or if the exposed person cannot avoid continued close contact, the length of quarantine may be >14 days.

An unvaccinated student or staff member has been exposed to a person with confirmed COVID-19 **outside of their household.** The student or staff member is not currently showing symptoms.

The individual will be expected to go home (if not home already).

Quarantine at home following Bend-La Pine Schools quarantine guidance (see pages 9–10).

If household members were *not* exposed to the person with confirmed COVID-19: they may continue school or work attendance as long as exposed member remains healthy.

WHEN IS IT SAFE TO END QUARANTINE?

The safest option is for you to quarantine at home for 14 days since your last close contact to a person with COVID-19. *Note: you may only begin the 14-day period once you stop having contact with a person with COVID-19, even if this person lives in your household.*

YOU MAY CONSIDER ENDING QUARANTINE EARLY:

▶ After 10 days if you have **no symptoms**
▶ After 7 days if you have no symptoms and you take a COVID PCR or NAAT test on day 6 or later and have a negative result

* Test results must be read by Bend-La Pine Schools' school nurse for clearance to return to school.
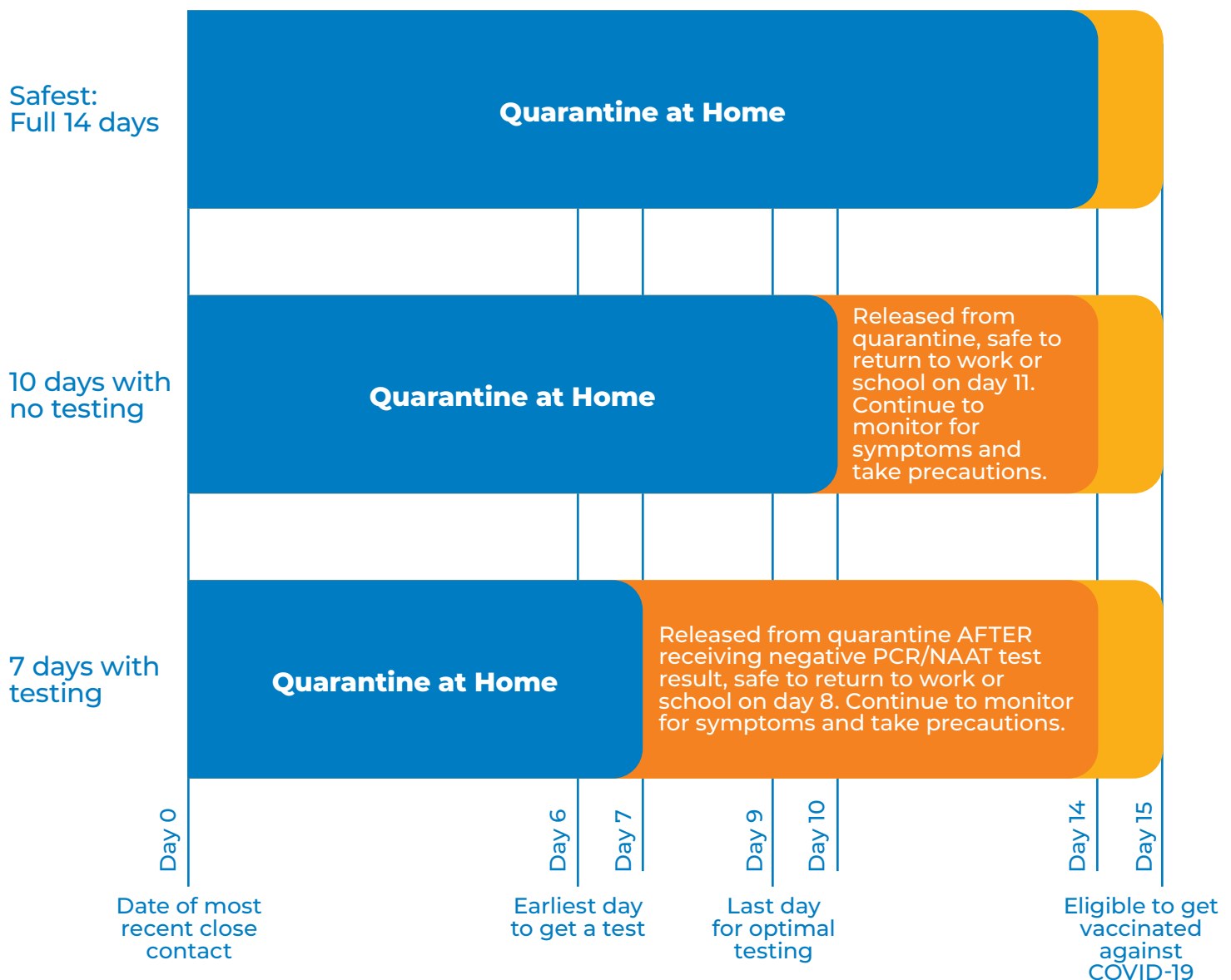
If you end quarantine early, please continue to monitor yourself for symptoms until 14 days have passed since exposure to a person who was positive with COVID-19. If you develop symptoms at any point, immediately isolate at home and contact your healthcare provider or Deschutes County Health Services at (541) 322-7418.

IMPORTANT: There is a small but significant chance that a shortened quarantine period may result in post-quarantine transmission; therefore, it is critical that quarantined individuals continue to monitor themselves for symptoms daily during the entire 14 days of quarantine. If symptoms develop, the individual should return to quarantine, notify your local public health authority, and call your healthcare provider to discuss testing.

HEALTH SERVICES
PUBLIC HEALTH

WHEN IS IT SAFE TO END QUARANTINE?

QUARANTINE TIMELINES
For unvaccinated people following a close contact exposure

Safest: Full 14 days

Quarantine at Home

10 days with no testing

Quarantine at Home

Released from quarantine, safe to return to work or school on day 11. Continue to monitor for symptoms and take precautions.

7 days with testing

Quarantine at Home

Released from quarantine AFTER receiving negative PCR/NAAT test result, safe to return to work or school on day 8. Continue to monitor for symptoms and take precautions.

Day 0 — Date of most recent close contact

Day 6 — Earliest day to get a test

Day 7

Day 9 — Last day for optimal testing

Day 10

Day 14

Day 15 — Eligible to get vaccinated against COVID-19

If symptoms develop, isolate, contact your primary care provider, get tested, and follow strict masking and social distancing.

HEALTH SERVICES
PUBLIC HEALTH

QUARANTINING WITH
CONTINUOUS EXPOSURE

WHAT IS CONTINUOUS EXPOSURE?

Continuous exposure means that you are unable to separate from someone who has COVID-19, and are therefore being exposed on a daily basis. This makes the quarantine period longer than just 14 days, since your date of last exposure is constantly changing.

QUARANTINE TIMELINE

Due to continuous exposure during the infectious period[2], every day you are around someone while they are infectious becomes the "date of last exposure." In order to capture the entire incubation timeline based off exposure, you have to quarantine for the whole time of the other person's infectious period plus 14 days[1] (unless you test positive).

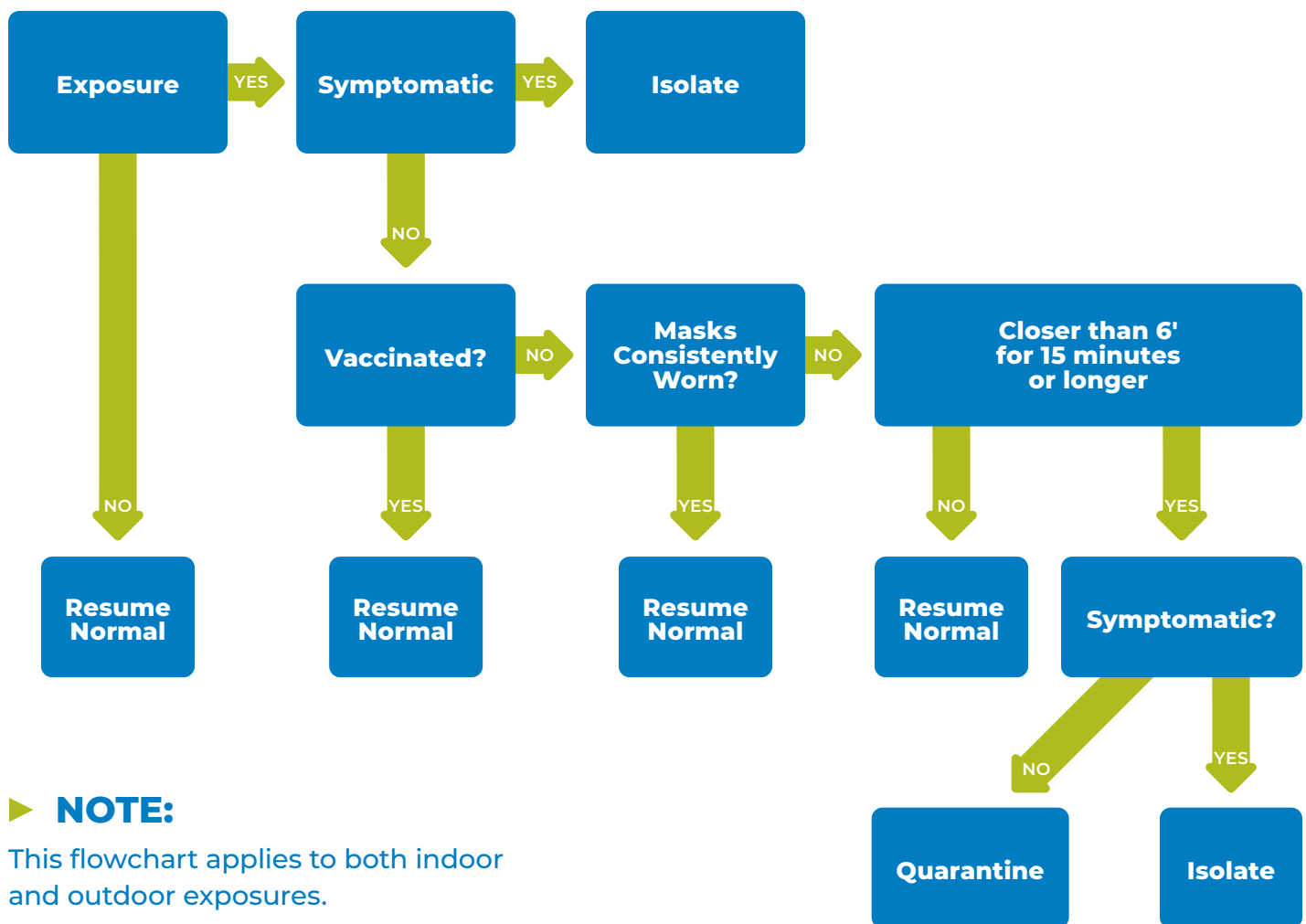## CONTINUOUS EXPOSURE SCENARIO

A mom is diagnosed positive with COVID-19, however dad and baby test negative. They are unable to separate and therefore dad and baby have to quarantine for 10 days while mom is sick, *PLUS* 14 days[1] from her final contagious point since dad and baby never developed symptoms or tested positive.

1. You may consider ending quarantine early after 10 days if you have no symptoms. Or after 7 days if you have no symptoms and you take a COVID PCR or NAAT test on day 6 or later and have a negative result.
2. People with COVID-19 are infectious until 10 days have passed from the onset of symptoms AND they go 24 hours without a fever.

HEALTH SERVICES
PUBLIC HEALTH

Bend–La Pine Schools

HELP US REMAIN IN-PERSON ALL DAY, EVERY DAY, ALL YEAR LONG

Bend-La Pine Schools is committed to safely providing in-person instruction all day, every day, all year long. Our families can play a big role in helping ensure we remain in school and limit the need for quarantines by being mindful about exposure to COVID-19. Please see the flowchart below for steps to take when exposed to COVID-19 both indoors and outdoors.

Exposure — YES → **Symptomatic** — YES → **Isolate**

Exposure — NO → **Resume Normal**

Symptomatic — NO → **Vaccinated?**

Vaccinated? — YES → **Resume Normal**

Vaccinated? — NO → **Masks Consistently Worn?**

Masks Consistently Worn? — YES → **Resume Normal**

Masks Consistently Worn? — NO → **Closer than 6' for 15 minutes or longer**

Closer than 6' for 15 minutes or longer — NO → **Resume Normal**

Closer than 6' for 15 minutes or longer — YES → **Symptomatic?**

Symptomatic? — NO → **Quarantine**

Symptomatic? — YES → **Isolate**

▶ **NOTE:**

This flowchart applies to both indoor and outdoor exposures.

Bend–La Pine Schools

ISOLATION VS QUARANTINE?

WHAT IS THE DIFFERENCE?

ISOLATION

The separation of people with COVID-19 from others.

People in isolation need to stay home and separate themselves from others in the home as much as possible. Separate completely means no contact, no time together in the same room, and **no sharing of any spaces.**

QUARANTINE

The separation of people who were in close **contact¹** with a person with COVID-19 from others.

People in quarantine should stay home and monitor their health closely in case they become ill.

If you test negative during your quarantine period, you will still **need to complete the full 14 day² quarantine.**

Quarantine is for individuals that have not been fully vaccinated.

WHEN IS IT SAFE TO RESUME NORMAL ACTIVITIES

I was sick with COVID-19

It is safe to end home isolation when:

At least **10 days** have passed since your symptoms first appeared

AND

You haven't had a fever for at least **24 hours** without the use of medication and other signs of illness are improving.

I was diagnosed with COVID-19 but never became sick

It is safe to end home isolation when:

At least **10 days** have passed since the day your test specimen was collected.

1. Close contact means being within 6 feet of a person with COVID-19 for a total of 15 minutes or more over a 24-hour period OR having exposure to the persons respiratory secretions while they were contagious. A person with COVID-19 is considered contagious starting from 2 days before they became sick (or 2 days before specimen collection if they never had symptoms) until they meet the criteria to discontinue isolation.
2. You may consider ending quarantine early after 10 days if you have no symptoms. Or after 7 days if you have no symptoms and you take a COVID PCR or NAAT test on day 6 or later bend receive a negative result.

The person I was in contact with lives outside my home

It is safe to end quarantine when:

At least **14 days²** have passed since your last contact with the person with COVID-19

AND

You remain healthy.

The person I was in contact with lives with me

If you are able to separate completely from the person with COVID-19, it is safe to end quarantine when:

At least **14 days²** have passed since your last contact with the person with COVID-19 AND you remain healthy.

If you are unable to separate completely, it is safe to end quarantine when:

At least **14 days²** have passed since the person with COVID-19 was allowed to end home isolation **AND** you remain healthy.

SAMPLE COMMUNICATIONS LETTER TO **SCHOOL COMMUNITY**

{DATE}

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B E N D 🏫 **LA P I N E**
Schools
E D U C A T I N G   T H R I V I N G   C I T I Z E N S

Dear {SCHOOL NAME} School Families,

This informational letter is to let you know that we have been made aware that a person(s) associated with your student's school, {SCHOOL NAME}, has been diagnosed with COVID-19. The name of the individual(s) is protected by federal law through HIPAA. The individual or individuals were on site on {DATE}.

Our health team has completed an investigation, which includes contacting tracing, regarding this case.

> *Note: If at any time your child is identified as a being a close contact to a person diagnosed with COVID-19, please know you will receive a close contact tracing communication - in addition to this school wide notification. If you do not receive an individual contact, your child was not a close contact of the case. (Close contact: defined as being within 6-feet for a cumulative time of 15 minutes within a 24-hour period)*

If your student, or anyone in your home, becomes sick with one or more of the following symptoms between now through {DATE – 14 days after date of last contact}, please contact your health care provider for guidance: Fever of 100.4 or more; chills; loss of taste or smell; cough; difficulty breathing; sore throat; headache; congestion/runny nose; nausea; vomiting; diarrhea (3 or more watery stools in 24 hours); muscle aches/pains; and/or fatigue. *Please notify your student's school if your student develops symptoms.

More information can be found on the **Oregon Department of Education's COVID-19 page, the Oregon Health Authority's COVID-19 page** and **Bend-La Pine Schools COVID-19 Communications.**

The best way to prevent the spread of COVID-19 is to practice good health hygiene habits. Wearing a mask will reduce the spread of virus and help prevent those who have the virus (with or without symptoms) from passing it to others. Be sure to wash your hands frequently with soap and water, cover your coughs and sneezes, and avoid contact with people who have signs of illness. Get plenty of rest, exercise, and eat a healthy diet. Stay home if you are sick. Protect the community by **following the Governor's social distancing requirements.**

I am empathetic that these messages may cause concern. We believe that it is important to keep our families in the loop while reinforcing positive behaviors that help to reduce the spread of COVID-19 in our schools and community while balancing trust and transparency through this information sharing.

If you have any questions, please contact the {SCHOOL NAME} School.

Sincerely,

{NURSE NAME}
Consulting Registered Nurse
{SCHOOL NAME}
{OFFICE PHONE NUMBER}

THINGS TO KNOW

COVID-19
TESTING INFORMATION

▶ Students or staff with symptoms of COVID-19, or who have had exposure to COVID-19 while at school or a worksite, can take a diagnostic rapid test, the free Abbott BinaxNOW. Symptomatic individuals, or those exposed to COVID-19, can utilize this service at school or their work site, or choose to see their medical provider for testing. Results are displayed in approximately 15 minutes after swabbing. Parents are required to be onsite during student testing and to approve testing.

▶ Your primary healthcare provider's office can help you determine your coverage for COVID-19 testing, if needed.

▶ Most major medical insurers cover testing and treatment for COVID-19. Deductibles may apply.

▶ Oregon Health Plan (OHP) covers testing and treatment for COVID-19. Even if you are out of state or have emergency-only coverage.

▶ Children under 19 who do not meet the immigration status requirements qualify for full OHP through Cover All Kids. Contact your provider for COVID-19 testing coverages.

▶ Visit **bls.fyi/covidtesting** to find a testing site location or call 211.

COVID-19 Information Phone Line 8a.m. - 6:30p.m. (M-F) 541-699-5109
The free phone line, available to individuals in Crook, Deschutes and Jefferson counties, will be open from 8 a.m. to 6:30 p.m. Monday to Friday and will be staffed by caregivers and county health services professionals.

IF YOU HAVE FURTHER QUESTIONS, PLEASE CONTACT YOUR SCHOOL'S NURSE.

FERPA

The **Family Educational Rights and Privacy Act (FERPA),** is a federal law enacted in 1974 that protects the privacy of **student education records**.

The Act serves two primary purposes:
1. Gives parents or eligible students more control of their educational records
2. Prohibits educational institutions from disclosing "personally identifiable information in education records" without written consent

Who must comply?	Protected information	Permitted disclosures [1]
• Any public or private school: – Elementary – Secondary – Post-secondary • Any state or local education agency Any of the above must receive funds under an applicable program of the US Department of Education	**Student Education Record:** Records that contain information directly related to a student and which are maintained by an educational agency or institution or by a party acting for the agency or institution.	• School officials • Schools to which a student is transferring • Specified officials for audit or evaluation purposes • Appropriate parties in connection with financial aid to a student • Organizations conducting certain studies for or on behalf of the school • Accrediting organizations • Appropriate officials in cases of health and safety emergencies • State and local authorities, within a juvenile justice system, pursuant to specific state law • To comply with a judicial order or lawfully issued subpoena

HIPAA

The **Health Insurance Portability and Accountability Act (HIPAA)** is a national standard that protects sensitive **patient health information** from being disclosed without the patient's consent or knowledge. Via the Privacy Rule, the main goal is to:
• Ensure that individuals' health information is properly protected while allowing the flow of health information needed to provide and promote high quality health care and to protect the public's health and well-being.

Who must comply?	Protected information	Permitted disclosures [1]
• Every healthcare provider who electronically transmits health information in connection with certain transactions • Health plans • Healthcare clearinghouses • Business associates that act on behalf of a covered entity, including claims processing, data analysis, utilization review, and billing	**Protected Health Information[2]:** Individually identifiable health information that is transmitted or maintained in any form or medium (electronic, oral, or paper) by a covered entity or its business associates, excluding certain educational and employment records.	• To the individual • Treatment, payment, and healthcare operations • Uses and disclosures with opportunity to agree or object by asking the individual or giving opportunity to agree or object • Incident to an otherwise permitted use and disclosure • Public interest and benefit activities (e.g., public health activities, victims of abuse or neglect, decedents, research, law enforcement purposes, serious threat to health and safety) • Limited data-set for the purposes of research, public health, or healthcare operations

1. **Permitted disclosure** means the information can be, but is not required to be, shared without individual authorization.

2. **Protected health information** or **individually identifiable health information** includes demographic information collected from an individual, and 1) is created or received by a healthcare provider, health plan, employer, or healthcare clearinghouse and 2) relates to the past, present, or future physical or mental health or condition of an individual; the provision of healthcare to an individual; or the past, present, or future payment for the provision of healthcare to an individual; and
   (i) That identifies the individual, or
   (ii) With respect to which there is a reasonable basis to believe the information can be used to identify the individual.

For more information, please visit the Department of Health and Human Services' HIPAA website **and the** Department of Education's FERPA website**.**

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B E N D L A P I N E

S c h o o l s

E D U C A T I N G   T H R I V I N G   C I T I Z E N S

STAY **CONNECTED**

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