



## Scenario FAQ's related to COVID-19 to assist Staff

For the most current Procedures & Plans visit [assiniboine.net/campus-covid](https://assiniboine.net/campus-covid), under the downloadable resources section.

If you come into receipt of information being **voluntarily disclosed to you** regarding a positive COVID-19 case **within** the college community, as an employee of Assiniboine you **must** notify Ian Grant, Vice Chair of Assiniboine's Emergency Response Team via email [granti@assiniboine.net](mailto:granti@assiniboine.net) or extension 6623.

### Scenario FAQ's

**Scenario #1: A college staff member completes the COVID-19 self-screening prior to attending work on campus and answers "yes" to one or more Category A symptoms (i.e. fever, cough, shortness of breath, sore throat, loss of taste or smell, vomiting/diarrhea for more than 24 hours).**

- Follow normal notification process for notifying your supervisor that you will not be on campus.
  - If you are feeling well enough that you would like to work from home and are set up to do so, talk with your manager to see if this can be supported while you're off. Otherwise, you will need to use sick leave during this time.
  - You are not required to disclose that you think you may have COVID-19.
- Contact Health Links – Info Santé (204-788-8200 or toll-free at 1-888-315-9257)

*[Scenario #1 response last edited Nov 19, 2020]*

**Scenario #2: A staff member completes the self-screening prior to attending work on campus and answers "yes" to two or more Category B symptoms (i.e. sore muscles, runny nose, skin rash of unknown cause, fatigue, nausea/loss of appetite, unusual headache, conjunctivitis)**

- Follow normal notification process for notifying your supervisor that you are unwell
  - If you are feeling well enough that you would like to work from home and are set up to do so, talk with your manager to see if this can be supported while you're off. Otherwise, you will need to use sick leave during this time.
  - You are not required to disclose that you think you may have COVID-19.
- Contact Health Links – Info Santé (204-788-8200 or toll-free at 1-888-315-9257)

*[Scenario #2 response last edited Nov 19, 2020]*

**Scenario #3: A staff member completes the self-screening prior to attending work and answers “yes” to one Category B symptom (i.e. sore muscles, runny nose, skin rash of unknown cause, fatigue, nausea/loss of appetite, unusual headache, conjunctivitis)**

- Follow normal notification process for notifying your supervisor that you are unwell
  - If you are feeling well enough that you would like to work from home and are set up to do so, talk with your manager to see if this can be supported while you’re off. Otherwise, you will need to use sick leave during this time.
  - You are not required to disclose that you think you may have COVID-19.
- Contact Health Links – Info Santé (204-788-8200 or toll-free at 1-888-315-9257)
- If the staff member has only one symptom on this list and it has been less than 24 hours since the onset, Public Health will likely advise you that you stay home and avoid contact with other people. After 24 hours, re-evaluate the situation to see if there is any change in your symptoms. If there is a change, re-take Shared Health’s [self-assessment tool online](#).
- If your symptoms do not change after 24 hours and you do not develop additional symptoms of COVID-19 as listed in the screening tool, and you have not been exposed, Public Health will likely advise you to stay home until your symptoms have resolved for 24 hours, or until your symptoms are explained by an alternate diagnosis.
- Take precautions to avoid contact with people who are at highest risk of serious complications from COVID-19 (i.e., people older than 60 years and those living with chronic conditions).

*[Scenario #3 response last edited Nov 19, 2020]*

**Scenario # 4: A staff member is ill but does not answer “yes” to any of the self-screening questions (i.e. different symptoms than COVID-19).**

- Follow normal sick notification procedure by notifying your supervisor
- Staff member should remain home until symptoms have resolved for 24 hours.

*[Scenario #4 response last edited Nov 19, 2020]*

**Scenario #5: Staff member tested for COVID 19, is self-isolating, receives a positive COVID 19 test result.**

- Public Health will likely advise you that you must remain self-isolated for a minimum of 10 days from symptom onset and follow Public Health direction as to when self-isolation period will end.
- You are not required to disclose this personal health information to the college; however, if you voluntarily disclose your positive test result to a college staff member, or to Ian Grant directly ([granti@assiniboine.net](mailto:granti@assiniboine.net)), a college official will follow up to ensure health & safety of campus environments is upheld.

*[Scenario #5 response last edited Nov 19, 2020]*

**Scenario #6: Staff member has been tested for COVID 19 and receives a negative COVID 19 test result.**

- Contact Health Links – Info Santé (204-788-8200 or toll-free at 1-888-315-9257)
- Public Health will likely advise that Staff member should remain home until symptoms (if any) have resolved for 24 hours and can return to work.

*[Scenario #6 response last edited Nov 19, 2020]*

**Scenario #7: Staff member is symptomatic and has been identified as a close contact to a positive COVID 19 case.**

- Public Health officials will advise you of your next steps (i.e. testing)
- Follow normal notification process for notifying your supervisor that you are unwell
  - If you are feeling well enough that you would like to work from home and are set up to do so, talk with your manager to see if this can be supported while you're off. Otherwise, you will need to use sick leave during this time.
  - You are not required to disclose that you think you may have COVID-19.
- As a close contact Public Health will likely advise that you are required to self-isolate for minimum of 14 days regardless of whether your test results are negative.

*[Scenario #7 response last edited Nov 19, 2020]*

**Scenario #8: Staff member is NOT symptomatic but has been identified as a close contact to a positive COVID 19 case.**

- Contact Health Links – Info Santé (204-788-8200 or toll-free at 1-888-315-9257)
- If you are a close contact, Public Health will likely advise you that you are required to self-isolate for a minimum of 14 days regardless of whether you are symptomatic or not.
- If you remain asymptomatic, Public Health may recommend you get tested 5 – 7 days after your last close contact with a case
- Should you become symptomatic during yourself isolation, Public Health will likely advise that you should attend a COVID 19 testing site for testing (even if you were previously tested as a contact with no symptoms).

*[Scenario #8 response last edited Nov 19, 2020]*

**Scenario #9: Staff member is symptomatic and has received a notification from the COVID Alert app that you may have been exposed to COVID 19.**

- Follow normal notification process for notifying your supervisor that you are unwell
  - If you are feeling well enough that you would like to work from home and are set up to do so, talk with your manager to see if this can be supported while you're off. Otherwise, you will need to use sick leave during this time.
  - You are not required to disclose that you think you may have COVID-19.

- Contact Health Links – Info Santé (204-788-8200 or toll-free at 1-888-315-9257) and Public Health will provide direction.

*[Scenario #9 response last edited Nov 19, 2020]*

**Scenario #10: Staff member is NOT symptomatic and has received a notification from the COVID Alert app that you may have been exposed to COVID 19.**

- Contact Health Links – Info Santé (204-788-8200 or toll-free at 1-888-315-9257) and advise that you have received a notification from the COVID Alert app.
- Health Links will review and provide direction for testing or exclusion as applicable.

*[Scenario #10 response last edited Nov 19, 2020]*

**Scenario #11: Staff member lives with an individual who is symptomatic and is awaiting test results or is a contact of a confirmed case without the ability to self-isolate appropriately (i.e. separate sleeping quarters, separate eating areas, separate washroom facilities)**

- Contact Health Links – Info Santé (204-788-8200 or toll-free at 1-888-315-9257) for further direction.

*[Scenario #11 response last edited Nov 19, 2020]*

**Scenario #12: Staff member has a child (not symptomatic) or someone in their household who has been named as a contact to a case and has been told to self-isolate.**

- Contact Health Links – Info Santé (204-788-8200 or toll-free at 1-888-315-9257) for further direction.
- Staff member may be able to continue to work from home if they are well and able to work productively from home.
- If the staff member is not able to work productively from home, they may be able to take some form of leave until their household is cleared to come out of self-isolation.

*[Scenario #12 response last edited Nov 19, 2020]*

**Scenario #13: Staff member is NOT symptomatic (asymptomatic) however decides to be tested just to make sure they do not have COVID**

- Call Health Links – Info Santé (204-788-8200 or toll-free at 1-888-315-9257) or take the [Shared Health COVID-19 Screening Tool](#) and follow the guidance provided.

*[Scenario #13 response last edited Nov 19, 2020]*