



St. Lawrence County Public Health Department

8/14/2020

St. Lawrence County Contact Tracing Procedures for Schools

Local health department and school coordination is an integral part of preventing the spread COVID-19. Both are committed to coordinating all activities necessary to ensure the health of students, faculty, staff, and the community.

St. Lawrence County Public Health Department (SLCPHD) will conduct the case investigation of individuals with confirmed diagnosis of COVID-19. Contact tracing begins during the case investigation and is a process to identify, monitor, and support individuals who may have been exposed to a person with COVID-19.

School staff play an important role in supporting the SLCPHD efforts to obtain all needed information. Similar collaboration occurs routinely for case and contact investigations of other communicable diseases and would be expected to continue seamlessly for COVID-19 investigations. When a COVID-19 case is identified, SLCPHD will request assistance from the school to identify potential contacts.

SLCPHD case investigators and contact tracers will:

- Identify potential contacts through interview of the person (or parent/guardian of the child) who tested positive for COVID-19 and school personnel.
 - The person diagnosed with COVID-19 (or parent/guardian of the child) is interviewed by SLCPHD staff, who elicit information about the person's illness, determine when they may have become infectious, and determine other people who might have been exposed.
 - Those potentially exposed individuals (or parent/guardian of the child) are then interviewed; persons who are determined to be contacts are referred for testing and must quarantine for 14 days from the date of last exposure.
 - SLCPHD staff will need information about different areas within the school, who was in those areas at a given time, and locating information for identified children or staff associated with the school. SLCPHD may need to interview teachers, school staff, bus drivers, students etc...
- Alert contacts of their exposure, assess their symptoms and risk, recommend testing, and provide instructions for next steps. Note: while contacts will be told of their potential exposure to COVID-19, the person to whom they were exposed to will not be named.
- Check in and monitor both cases and contacts on a daily basis through a texting application or phone call to monitor health status and compliance with disease control measures.
- Connect individuals in isolation and quarantine to resources and care as necessary.