



COVID Reporting & Instructional Guidance

September 26, 2022

Reporting

- A *confirmed classroom exposure* means that an instructor or student attended class within two days of developing symptoms or testing positive for COVID.
- Anyone who tests positive should be directed to self-report to university contact tracing at [this link](#).
- Instructors should report confirmed classroom exposures and cases of their own illness to the department at [this link](#).

(You do not need to report to the department if someone has only been exposed or if a student has contracted COVID but did not attend class while contagious.)
- You do not need to wait for contact tracing. Notify students immediately.
- After a confirmed exposure, university policy is that *those exposed must wear a mask for 10 days*.
- An email template for notifying your class (that you can adapt) is on page two.
- After contracting COVID, one may return to the classroom after 10 days or the following conditions are met:
 1. A negative rapid antigen test at any time after 5 days have elapsed since the first positive result.
 2. Symptoms have improved and there has been no fever for at least 24 hours.

Instructional Guidance

FOR STUDENT ILLNESS

- In most cases, allowing the student to listen in, even if they cannot fully participate, is sufficient to keep them from falling behind.
- An audio stream / recording of the instructor via Zoom is often the simplest way to accomplish this, but instructors are welcome to explore other options they feel are appropriate for the situation.
- This is a temporary accommodation to help students keep up. Ensure that students understand that they should not expect a full hybrid experience.

- In the case of a large number of students having to quarantine, you may move class to Zoom in the short term.

FOR INSTRUCTOR ILLNESS

- Please consult with your language supervisor, if applicable, and report your instructional plan on the departmental form.
- Sometimes cancellation is unavoidable, particularly if you find out on short notice.
- In some sections and circumstances (e.g. a language class), a substitute might be an option.
- In other cases, Zoom may be the only viable alternative in the short term.

Email Template

Hi everyone,

This is a formal notification that someone present in our class on [date] has tested positive for COVID-19. This means we have all experienced a confirmed exposure. You may receive an email from the U of U Covid Response Team. Here's a summary of what this means for our class moving forward:

- University policy is that *everyone* must wear a tight-fitting mask for 10 days.
- Everyone should also **take a PCR test on day 5** (not an antigen or “home” test), even if you experience no symptoms.
- If you experience any symptoms:
 1. **Get tested.** You should isolate at home while you are waiting for your results. Fill out the **self-report form**. Please contact me so that we can make sure you will be able to keep up.
 2. If you have a *negative* test and your symptoms are improving, you may return to your regular routine while wearing a tight-fitting mask around others for 10 days.
 3. If you have a *positive* test, isolate at home for 5 days. Day 0 is the day you tested positive or started having symptoms, whichever is first. Get another test on Day 5. If your Day 5 test is still positive, you may only return to the classroom after 10 days or when both the following conditions are met:
 - a. A negative antigen test at any time after 5 days have elapsed since the first positive result.
 - b. Symptoms have improved and there has been no fever for at least 24 hours.

Free PCR tests and self-tests are available on campus. More information can be found here: <https://alert.utah.edu/covid/testing/>

The Department of World Languages & Cultures has free masks in our Main Office in LNCO 1400, and the University also offers free masks in the Union Building and at all asymptomatic testing sites.

Additional Questions

If you find yourself in a more complex situation than those covered by this guidance and the department reporting form, please send an email to:

- the Department Chair (christopher.t.lewis@utah.edu);
- *and* the Director of Undergraduate Studies (natalya.kuznetsova@utah.edu).

Links

- Report to **Contact Tracing** (*for the person with COVID*):
https://uofu.service-now.com/it?id=uu_catalog_item&sys_id=e51376e2dbe74090a0ed7dfdae96195a
- Report to **Department** (*for instructors*):
<https://docs.google.com/forms/d/1vbjAO2RvLwGNndbBbOTfuPMRcVE4GsvKi9j1wZA5sMk/edit>