



ISOLATION, REPORTING AND RESPONSE PROTOCOL FOR COVID-19 UPDATED SEPTEMBER 11, 2020

This protocol has been developed for the collegiate chapter president, alumna advisor and house director in the event a member tests positive for COVID-19. This also provides information for members who need to self-quarantine due to close contact exposure. This protocol can be modified with the approval of Executive Office.

ISOLATION PROTOCOL

Tri Delta cares about all members and their safety in the Tri Delta chapter facility. In the interest of ensuring a safe and healthy living environment, members are not permitted to self-isolate at the chapter facility. Any member who is exposed or shows symptoms of COVID-19 should minimize contact with other members until they can be tested. Any resident who tests positive for COVID-19 will be asked to leave the facility and self-isolate for a minimum of 14 days or until they receive a health release.

If a member tests positive for COVID-19, they should take the following actions. First, the member should follow all state and university guidelines for reporting and report the information to the alumna advisor, chapter president and house director. The member should then self-isolate. The following steps are recommended (in the order listed):

1. Member works with the university to move to a spot designated for students to self-isolate (likely on-campus).
2. Member returns to permanent home for at least two weeks until symptoms are gone.
3. If the first two options are unavailable, the member should work with their chapter leadership and/or Tri Delta Housing Property Manager to secure an alternate accommodation.

When a member tests positive, the member's name shall be held in confidence. The member should not return to the chapter facility until they have self-isolated in accordance with CDC guidelines. They will be allowed to return to the chapter facility once they have self-isolated for 14 days or have received a health release. If they decide not to return, they may coordinate to move-out with the house manager/director of facility operations and house director. The member should be reminded of these steps when they provide notification about their diagnosis.

ISOLATION ROOM

If a Tri Delta resident tests positive for COVID-19 but cannot leave the premises immediately, the resident may be relocated from their designated room and placed in a designated isolation room if

available. The resident should use this time to find alternative housing to self-isolate and will be expected to vacate the temporarily isolation room after 24 hours.

- Where possible, the resident isolation room should be a room away from the general traffic of residents and facility employees and located near a private bathroom.
- Cleaning frequency of this bedroom and bathroom dedicated to persons with COVID-19 should be reduced to as needed (e.g., soiled items and surfaces) to avoid unnecessary contact with the ill persons.
- Once the resident has left the facility, the room should be closed off and thoroughly deep cleaned and disinfected.

REPORTING POSITIVE COVID-19 CASES

- Any member who tests positive for COVID-19 must notify the collegiate chapter president, alumna advisor and house director immediately.
- The chapter president, alumna advisor and house director should not share the name of the member who tested positive for COVID-19 with anyone outside of the reporting chain.
- Upon notification, the chapter president and house director should work together to submit a report using this [COVID-19 Incident Report](#). The alumna advisor should also notify the collegiate district officer.

ACTION PLAN

Once a report is submitted, the chapter president and house director should work with their Tri Delta Housing supervisor to implement the protocol outlined below:

FACILITY PROTOCOL

- All areas of the facility that the member came into contact with should be temporarily closed. When possible, wait 24 hours or as long as possible before cleaning and disinfecting.
- Cleaning measures should be implemented to clean and disinfect all identified spaces.
- Access to the chapter facility should be reviewed. Access to the facility may need to be reduced to residents and chapter facility employees only for a minimum of 14 days. This should be handled on a case-by-case basis.

COMMUNICATIONS PROTOCOL

- Tri Delta Housing will work with the chapter president, house director and alumna advisor to provide notification to all members and employees that a member has tested positive for COVID-19. The communication should include information about:
 - Areas of the chapter facility that may be closed and any disruptions of service
 - Additional cleaning measures
 - Information for members and employees on how to conduct self-screening for symptoms of COVID-19 and self-quarantining if they experienced close contact exposure
 - Information about restricted access to the chapter facility, if applicable

QUARANTINE PROTOCOL

When a resident member has been in close contact with someone who has COVID-19, it will be necessary for the member to self-quarantine. Tri Delta is able to accommodate member residents to

self-quarantine in the chapter house. If a resident member decides to self-quarantine in the house, they should notify their chapter president and house director. Self-quarantining residents may be assigned a specific bathroom and meals may be provided in grab-and-go containers or delivered to the quarantining resident's room. Self-quarantining residents should:

- Follow all guidance from the university and local health department.
- Seek advice by telephone from a healthcare provider to determine if medical evaluation is needed.
- Wear a face covering at all times.
- Maintain six feet social distance at all times.
- Follow adequate handwashing and hygiene practices.
- Not congregate in any areas inside the house.
- Minimize time outside of individual room.
- Consult with university offices about remote learning opportunities.
- Monitor symptoms daily. If you begin experiencing symptoms, self-isolate until you can be tested for COVID-19.
- Be forthcoming about symptoms or exposure to others.
- Follow other guidance as referenced in [CDC guidance for shared or congregate housing](#).

If a quarantining resident tests positive for COVID-19 while quarantining, they should follow Tri Delta's isolation protocol outlined above.