

**From:** Chemmts <chemmts-bounces@list.pitt.edu> **On Behalf Of** Saxena, Sunil Kumar

**Sent:** 11/09/2020 10:00 AM

**To:** chemmts@list.pitt.edu; chemnts@list.pitt.edu; chemstaff@list.pitt.edu

**Subject:** COVID-19 procedures

Dear Colleagues:

As we head into the flu season and with the continuing increase in COVID-19 numbers in Allegheny County, I am emailing to remind everyone of procedures for COVID-19. Please share this email with your trainees as appropriate.

- Anyone with any of the COVID-19 symptoms should not come to work.
- Ask the individual to **call** Student Health Service (SHS) for students or [MyHealth@Work](mailto:MyHealth@Work) (faculty and staff). The staff at SHS or MyHealth@Work are trained to handle such calls and follow a standard workflow. In a few cases, and often in consultation with a medical professional (e.g. via a televisit), a determination can be made that the symptoms are due to other causes (e.g. allergy) and the individual is cleared for work. In other cases the individual is directed to take a COVID-19 test and asked to quarantine pending results. Please note that there is no need for supervisors to ask a symptomatic individual to take the test as long the individual has reported to SHS or MyHealth@Work. A student/faculty/staff with a positive test will receive instructions of when they can return to work from SHS or MyHealth@Work. A positive test should be reported to me without any identifying information.
- SHS or [MyHealth@Work](mailto:MyHealth@Work) will contact the Allegheny County Department of Health and Environmental Health and Safety (EH&S).
- SHS or [MyHealth@Work](mailto:MyHealth@Work) will coordinate contact tracing with the Allegheny County Department of Health and EH&S. It is especially, important to cooperate at this stage in order to keep the community safe. Please note that close contacts (i.e. less than 6ft for more than 15 minutes) are rare at work as long as COVID-19 protocols are being followed. Nevertheless, if any close contacts are identified they are asked to self quarantine and monitor for symptoms. Information on community spread is regularly sent out via CMRO emails.
- EH&S will manage any cleaning and disinfection of areas where the person spent considerable time in the 48 hours prior to experiencing symptoms.
- The number for Student Health Service is 412-383-1800 and MyHealth@Work can be reached at 412-647-4949.

Best regards

Sunil

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