

CONTACT TRACING

SCHOOL--WESTCHESTER COUNTY DEPARTMENT OF HEALTH (WCDOH)

INTERACTION

The school is notified by parent/faculty/staff of positive COVID-19 case of a student/faculty/staff member



School Contact Tracer Coordinator and/or his designee(s) notifies WCDOH

914-813-5110 (weekday hours)

914-813-5000 (evening and weekend hours)



WCDOH will ask for information about the positive individual:

1. Name
2. Date of Birth
3. Contact Information (of guardian, if applicable)
4. When the case was last at school
5. Other information that may be requested
 - a. Classes attended by the individual; lists of other students/faculty/staff in those classes
 - b. Activities attended by the individual; lists of other students/faculty/staff in those activities
 - c. How did the individual get to school, length of trip, other passengers
 - d. Food service/lunch activities
 - e. Times when masks were not worn



WCDOH case investigators will take the provided information as well as interview the positive student (with a parent/guardian)/faculty/staff member to determine which students/faculty/staff member are close contacts and need to quarantine



- ▶ WCDOH/NYS Contact Tracers will reach out by phone to:
 - Notify close contacts of the need to quarantine
 - Determine any need for services (food, medication, etc.)
 - Monitor contacts throughout the period of quarantine (14 days from the last day they were exposed)

- ▶ If appropriate, the school will notify the wider community of the exposure. Important messages to communicate:
 - Please pick up the phone and cooperate with WCDOH/NYS Contact Tracers (The Caller ID will say "NYS Contact Tracing" 518-387-9993)
 - A negative test does not release an individual from quarantine
 - Local testing availability
 - DO NOT release the name or identifying information about the positive individual

- ▶ Based on the situation particulars, such as number of faculty/staff members excluded by need to quarantine, cleaning requirements, etc., the school district will determine any further necessary closures of schools.