Confirmed Positive Student/Staff
School Decision Guide

Valid as of Sept 7, 2020

**START**

- OPH is informed of a positive test result of an individual at school
- Principal is informed of a positive test result of an individual at school. Principal contacts CSST nurse

**OPH confirms positive result and confirms period of communicability at school. OPH will contact the individual with the positive result and begin case management investigation**

- OPH CSST nurse will provide the school with a letter to all parents/guardians and staff to inform them of an individual with a positive test result and the next steps

**This individual should already be isolated at home, as per guidelines provided to all who are tested. If not, Principal should ensure they isolate from others immediately and are sent home**

**OPH CSST will contact the principal, the superintendent and the school board to inform them that there is a confirmed positive test result of an individual at their school**

**OPH CSST nurse will contact the principal in order to obtain the required student and staff lists. The investigation will be based on dates, duration and proximity of interactions, and PPE worn in order to assess exposure risk**

**As per letter to all parents/guardians and staff about the process sent from OPH through the school, OPH CM will contact parents/guardians/students and staff that are identified as close contacts by OPH, to provide isolation and testing instructions**

**OPH CM will be in contact with the individual with the positive result and close contacts regularly until discharged by OPH**

**"Do Not Attend List" will be provided daily by OPH with student/staff names who are not to attend school. Schools must ensure compliance**

**END**

*Secure File Transfer must be used in communicating details between school setting and OPH.*

**IPAC – Infection Prevention and Control**
**PPE – Personal Protective Equipment**
**CSST – COVID-19 School Support Team**
**OPH – Ottawa Public Health**
**CM – Case management**