Guide "A"

Employee on campus with approval to be there...."UAA Affiliates"

Daily
Supervisors Monitor For Symptoms of COVID, as they would monitor for sickness of any kind in normal working conditions to ensure the Health and Safety of other Employees

Do any employees have COVID 19 symptoms

(Fever, cough, Shortness of Breath)

NO
No Action Required

YES
In a UA facility or In person UA Operations in the last 48 hrs
Isolate the Employee from Visitors, employees, customers immediately.
ASK
1. PUI for COVID
2. COVID Pos

Warn other employees of possible exposure

YES
If not in a UA facility or In person UA Operations in past 48hrs
(Do not inquire about illness)

If Employee Voluntarily provides COVID info
Document in UA Employee reporting tool it was a Vol disclosure and employee has not been in a UA facility or In person UA Operations in the past 48hrs

Send the Employee Home

Notify EHSRM (907)-205-6941
& email
UAA_ehsrms@alaska.edu

a. Nature of COVID-19-related status (positive, under investigation, symptoms);
b. Date of first symptoms;
c. When the individual was last at a UA facility, and specific movements;
d. When the individual last traveled on UA business; and
e. Contacts in the 48 hours preceding COVID-19 symptoms with UA affiliates or others while on UA business.

EHS will

Notify FAC, RES life for specific cleaning if required

Give instructions for Origami report

Notify UAA IMT

Provide guidance to Update Employee Tracking Tool

UAA IMT IC will notify SW IC

Follow-up with MUNI PH On Required Actions

If Employee is Covid-19 Positive
Notify affected employees
Note: (You may not know until hours or days later if not initially disclosed or known)