

WSD Contact Tracing Steps

as of 9/16/21

WHO LEADS CONTACT TRACING?	<ul style="list-style-type: none">● Contact tracing is conducted by each building's health services members (nurses and health service aides) as well as administrators
WHAT GUIDELINES ARE FOLLOWED?	<ul style="list-style-type: none">● The WSD follows the guidance of the SCCDPH● Building Contact Tracing Teams collaborate with the Health Services and Student Services Departments at the WSD Administrative Center● Any questions regarding the contact tracing process or specific scenarios that are not able to be answered by the building and/or Health Services and Student Services Departments are discussed with SCCDPH nurses and epidemiologists● Guidelines for Quarantine and FAQs<ul style="list-style-type: none">○ Do I Quarantine - Quick Guide○ Comprehensive Guide to Quarantine w/ FAQs
WHAT DOES THE PROCESS LOOK LIKE?	<ul style="list-style-type: none">● Building is notified of positive● Gather information from positive student and/or parent● Gather information from teachers of positive student● Gather seating charts, class rosters, bus rosters, lunch seating, activities information, etc● Review information and determine close contacts (discuss with SCCDPH, if needed)● Categorize different types of close contacts and determine the appropriate quarantine type● Notify parents of quarantined students (full and modified) via text and email<ul style="list-style-type: none">○ Request students on full quarantine are picked up as soon as possible○ Follow up with phone calls to parents of any students on full quarantine who have not been picked up● Submit information to SCCDPH● Send exposure emails to parents of all students in positive student's classes, bus, etc● Request deep cleaning and sanitizing of room (to be completed that evening)