

COVID-19 Initial Reporting Procedures for Collin College Students

Step 1. Self-Monitor. Self-monitor for COVID-19 conditions.

A. *Symptomatic*

- Cough
- Shortness of breath
- Chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Fever (over 100.0 F)

B. *Potential Exposure.* Notified of potential or known high-risk exposure within the past fourteen (14) days. High-risk exposure is defined as close prolonged contact of more than fifteen (15) minutes and within six (6) feet of a laboratory-confirmed Polymerase chain reaction (PCR) COVID-19 positive person.

C. *Antigen Test.* Received a positive result from an antigen or RAPIDS COVID-19 test.

D. *Polymerase chain reaction (PCR) viral test.* Received a positive result from a polymerase chain reaction (PCR) viral COVID-19 test. PCR is a lab-based test that may take several days but is considered the most accurate test.

Step 2. Self-Isolation. If you have any of the above conditions, begin self-isolation and remember that you are prohibited from visiting any Collin College locations per guidance for higher education institutions from the Centers for Disease Control (CDC) and protocols issued by state government agencies.

Step 3. Initial Contact. Make initial email contact with the Associate Dean of Students at dos@collin.edu.

A. Provide following information:

- Contact information
- Symptomatic (yes or no)
- The approximate date that any symptom first appeared or last contact with the high-risk individual
- Test type (PCR, antigen, antibody)
- Testing date
- Testing facility
- Testing results (if available)
- The last date entered into any Collin College location and where
- Individuals with whom you may have been in close contact
- Whether you are a student at any other schools

B. The appropriate administrator will contact you to provide additional information and answer any academic questions.

All protocols are subject to change per CDC and State guidelines.