Carroll Community College
COVID-19 Detailed Protocols
Fall 2023 Semester*
(Updated September 6, 2023)

Carroll Community College COVID-19 Information Webpage

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COVID-19 Recommended UPDATED PROTOCOLS

The following Standard Operating Procedures have been reviewed and updated in response to the ongoing COVID-19 illness. These procedures are designed to promote safety and mitigate risk for students, faculty, and staff while supporting the need to continue face-to-face in-person education and support the success of all our students in-person and virtually.

The College continues to follow recommendations from the Carroll County Health Department (CCHD), and the CDC. This plan is subject to modification. For more information please visit: https://coronavirus.maryland.gov/ and https://www.cdc.gov/coronavirus/2019-ncov/index.html. Other than explained illness such as allergies, if you are feeling ill, stay home until you are fever free without the use of fever reducing medication and other symptoms have resolved. Get tested immediately using a PCR, Rapid or home test.

Carroll Community College follows the CDC's isolation guidelines that were updated on August 11, 2022. These are also the recommended guidelines of the Carroll County Health Department's COVID-19 unit. All College employees and students are expected to follow these guidelines until further notice. For more information visit: https://www.cdc.gov/coronavirus/2019-ncov/your-health/isolation.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fyour-health%2Fquarantine-isolation.html. The Covid-19 Public Health Emergency ended which may affect the availability of free test kits and vaccines.

If your PCR, Rapid or home test result is POSITIVE:

- Wear a well-fitted mask if you must be around others in your home.
- **Regardless of symptoms, follow the Isolation Guidelines on page 5.**
- **Wear a well-fitted mask for 10 full days any time you are around others inside your home or in public. Do not go to places where you are unable to wear a mask.**
- If you must travel during days 6-10, take precautions**.**
- Avoid being around people who are at high risk.

    Students:

- **Regardless of symptoms, follow the Isolation Guidelines on page 5.**

- **Wear a well-fitted mask for 10 full days any time you are around others inside your home or in public. Do not go to places where you are unable to wear a mask.**
- If you must travel during days 6-10, take precautions**.**
- Avoid being around people who are at high risk

Definition Of Exposure

Contact with someone that is known to be infected with SARS-CoV-2, the virus that causes COVID-19, in a way that increases the likelihood of getting infected with the virus. If you were exposed to COVID-19, wear a high-quality mask for 10 days and get tested on day 5.

If you have a known exposure to COVID-19 AND have symptoms:

1. EMPLOYEES:
    - Get tested using a PCR (preferred) Rapid or home test 5 days after a known exposure to Covid-19. Watch for symptoms for 10 days.
        - If your test is positive, follow the Isolation Guidelines on page 5.
        - If your test is negative, stay home until symptoms have resolved and you are fever free for 24 hours without fever-reducing medication. Wear a well-fitted mask for 10 full days any time you are around others inside your home or in public. Do not go to places where you are unable to wear a mask.

2. STUDENTS:
- Get tested using a PCR (preferred) Rapid or home test 5 days after a known exposure to Covid-19. Watch for symptoms for 10 days.
  - If your test is positive, follow the Isolation Guidelines found on page 5.
  - If your test is negative, stay home until symptoms have resolved and you are fever free for 24 hours without fever-reducing medication. Wear a well-fitted mask for 10 full days any time you are around others inside your home or in public. Do not go to places where you are unable to wear a mask.

If you have a known exposure to COVID-19 AND do not have symptoms:

1. EMPLOYEES:
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- Get tested using a PCR (preferred) Rapid or Home test 5 days after a known exposure to Covid-19. Watch for symptoms for 10 days.
  - If your test is positive, follow the Isolation Guidelines on page 5.
  - If your test is negative, wearing a mask for 10 full days is recommended.
- *Regardless of symptoms, wear a well-fitted mask for 10 full days any time you are around others inside your home or in public. Do not go to places where you are unable to wear a mask.*
- **You do not need to stay home unless you develop symptoms.**

2. STUDENTS:
- Get tested using a PCR (preferred) Rapid or Home test 5 days after a known exposure to Covid-19. Watch for symptoms for 10 days.
  - If your test is positive follow the Isolation Guidelines found on page 5.
  - If your test is negative, wearing a mask for 10 full days is recommended.
- *Regardless of symptoms, wear a well-fitted mask for 10 full days any time you are around others inside your home or in public. Do not go to places where you are unable to wear a mask.*
- **You do not need to stay home unless you develop symptoms.**

DO NOT COME TO CAMPUS IF YOU:
a. Test Positive for COVID-19; or
b. Have a temperature reading of 100.4 or higher or
c. Have other COVID-19 symptoms or unexplained illness.

If you have ANY of the following symptoms, which can range from mild to severe illness, <u>you are required to stay home</u> or immediately leave Carroll Community College's campus:
a. A temperature reading of 100.4 or above or feeling feverish
b. Chills
c. Unexplained Cough
d. Shortness of breath or difficulty breathing*****
e. Fatigue
f. Muscle or body aches
g. Unexplained Headache
h. New loss of taste or smell
i. Sore throat
j. Unexplained Congestion or runny nose

k. Nausea or vomiting
l. Diarrhea
m. Key Omicron symptoms are upper respiratory including really sore throat, cough, and congestion.

* Seek emergency medical care immediately if you have any of the following emergency warning signs of COVID-19: trouble breathing, persistent pain or pressure in the chest, confusion, inability to wake or stay awake, and/or bluish lips or face.

This list does not include all possible symptoms. The CDC will continue to update this list as we learn more about COVID-19. Visit: https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html

Students are asked to contact instructors virtually to notify them you have been required to stay home or immediately leave campus due to symptoms of illness.

ISOLATION GUIDELINES

Isolation **is used to separate people with confirmed COVID-19 from those without COVID-19. People in isolation** should stay home until it's safe for them to be around others. At home, anyone sick or infected should separate from others or wear a well-fitting mask when they need to be around others.

Calculating Isolation: Day 0 is your first day of symptoms or a positive viral test. Day 1 is the first full day after your symptoms developed. If you test positive for COVID-19 with or without symptoms, isolate for at least 5 days. If you do not have symptoms but have a positive viral test and develop symptoms later, day 0 is the first day of symptoms, Day 1 is the first full day after your symptoms develop. Isolate for at least 5 days and wear a well fitted mask for at least 10 days.

IF YOU *test Positive for COVID-19, regardless of vaccination status:*

- **Stay home for 5 days regardless of whether or not you have symptoms and isolate from others in your home.**
- Wear a well-fitted mask if you must be around others in your home and after ending 5 days of isolation at least until day 10.
- Ending isolation after a minimum of 5 full days if you <u>had</u> symptoms - if you are fever-free for 24 hours (without the use of fever-reducing medication) and your symptoms are improving **Continue wearing a well-fitted mask through day 10 or longer.**
- Ending isolation if you did NOT have symptoms - End isolation after at least 5 full days after your positive test, continue to wear a mask until day 10. If you experience symptoms later, day 0 starts the day symptoms appear.
- If you were severely ill with COVID-19, consult your doctor before ending isolation. It's possible your isolation could be extended. ***Regardless of symptoms, wear a well-fitted mask for 10 full days any time you are around others inside your home or in public. Do not go to places where you are unable to wear a mask.***
- Do not travel.
- Avoid being around people who are at high risk.

What to do for isolation:

People in isolation should stay in a specific "sick room" or area and use a separate bathroom if available. Everyone who has presumed or confirmed COVID-19 should stay home and isolate from other people for at least 5 full days (day 0 is the first day of symptoms or the date of the day of the positive viral test for asymptomatic persons). They should wear a mask when around others at home and in public for an additional 5 days.

- Monitor your symptoms. If you have an emergency warning sign (including trouble breathing), seek emergency medical care immediately.
- Stay in a separate room from other household members, if possible.
- Use a separate bathroom, if possible.
- Take steps to improve ventilation at home, if possible.
- Avoid contact with other members of the household and pets.

- Don't share personal household items, like cups, towels, and utensils.
- Wear a [well-fitting mask](#) when you need to be around other people.

CONFIDENTIALITY

Students and employees protected personal information will remain confidential per guidelines under FERPA, HIPAA, and state confidentiality laws. It will only be disclosed when necessary to protect public health and will be limited to a need-to-know basis.

Students are to reach out directly to instructors to ensure continuity of instruction. Academic progress is still the student's responsibility. Please make immediate arrangements with your professor(s) regarding schoolwork and attending class remotely (depending on the course). For upcoming proctored exams, please contact your professor(s) so they can determine if you can take your test remotely or make arrangements through the testing center once you can return to campus to take your exams.

INFORMATION ON TESTING

To ensure the safety of all who enter our campus, we strongly encourage you to be tested if you exhibit any symptoms associated with COVID-19.

Information on COVID-19 testing is available online on the Carroll County Health Department (CCHD) website https://cchd.maryland.gov/covidtesting/ and the Maryland state website http://covidtest.maryland.gov/. Be sure the facility you choose offers the type of test you need and check for insurance coverage and possible charges for provider appointments. Home tests are acceptable if Rapid and PCR tests are unavailable.

VACCINES

While the College is not requiring students or employees to be fully vaccinated in order to come to campus; Governor Moore, Carroll County Commissioners, the Maryland Department of Health, the Carroll County Health Department, and the College continue to strongly encourage everyone who is eligible to get fully vaccinated and receive all recommended Boosters to help stop the spread of COVID-19 and reduce the pressure on our healthcare system in Carroll County and around the region.

Some students and faculty have been required to be fully vaccinated since September 1, 2021. Those include:
- All students and faculty in credit Nursing, Physical Therapy Assistant, and National Registry Paramedic Programs are required to be vaccinated.
- Many non-credit healthcare programs now require students to be vaccinated to ensure placement into clinical rotations. Please visit our health care program pages for more detail. Visit: [Non-Credit Health Care Programs](#)
- Littlest Learners Child Development Center follows all MSDE Office of Child Care Guidance, including recommended vaccinations for staff, and recommended indoor masking for anyone ages two and older, regardless of vaccination status. Daily screenings will be continued until further notice.

For information on how to stay up to date on your vaccination, visit: [CDC Vaccine Recommendations](#).

Definitions:
- **Up to date** means a person has received all recommended COVID-19 vaccines, including any booster dose(s) when eligible.
- **Fully vaccinated** means a person has received their primary series of COVID-19 vaccines.

You are up to date with your COVID-19 vaccines when you have followed the current [CDC Vaccine Recommendations.](#) The recommendations will be different depending on your age, your health status, and when you first got vaccinated. Many people who are [immunocompromised](#) may need an additional dose as part of their primary vaccine series.

INFORMATION ON GETTING A VACCINE

To register, visit: https://cchd.maryland.gov/registration-links/. While registration is preferred, the CCHD will welcome walk-in if space allows.

For general information regarding vaccines, visit the Carroll County Health Department (CCHD): https://cchd.maryland.gov/covid-19-vaccination/.

It's easy to find a vaccine. You can visit the CDC https://www.vaccines.gov/ and search by zip code or type of vaccine. If you to prefer to go to a Carroll County Health Department clinic, call 410-876-4848 or visit https://cchd.maryland.gov/registration-links/.

INFORMATION ON RECOMMENDED MASKING

- KN95 masks that cover both the nose and mouth, are recommended, not required, to be worn inside college facilities. The College strongly encourages individuals who are high risk or immunocompromised to continue to always wear a mask. It is important that the face mask fits well and is worn over the nose and below the chin. If the face mask is removed for a break or to eat/drink, you should remain at least 6 feet away from all other people.

- There may also be conditions or extenuating circumstance in which students or staff may still be required to wear masks. We ask that you respectfully comply.

- Do masks prevent the spread of illness 100%? No, some viruses can get through masks, but they can reduce the spread significantly**.** Do some masks work better than others? Yes, but any mask is better than no mask**.** And a mask that fits you well and that you will wear when around others may be the best choice for you.

- To learn more about which masks, including which masks provide the best protection and the Dos and Don'ts of mask wearing, visit the Carroll County Health Department's Mask Guidance Webpage, https://cchd.maryland.gov/masking/.

- For more mask tips, visit the CDC's Guide to Masks, https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html.

- Having received one, both and booster doses of the vaccine does not replace the requirements for wearing a mask, practicing physical distancing, and other safety guidelines. Face coverings are one of the most effective ways to prevent the spread of COVID when worn consistently and accurately. Face Shields do not protect others from droplet spread without the required face covering.

- If the College has a need to impose a mask requirement during the Fall Semester and a student or campus guest has a licensed healthcare provider's note documenting a valid medical reason for not wearing a face covering, then a face shield will be accepted as an alternative. Students are required to provide a copy of their healthcare provider's exemption note to StudentCareCovidResponseTeam@carrollcc.edu or Dr. DaVida Anderson, Director of Student Care & Integrity at danderson3@carrollcc.edu. A College letter will be provided to the student for confirmation.

- **We remain confident that wearing a face mask consistently and correctly, along with staying up to date on vaccinations, including Booster doses, will minimize the risk of COVID-19 transmission on campus.**

CLASSROOM/LAB/OFFICE SAFETY

- Cleaning supplies are available in each classroom/lab and office for self-cleaning throughout the day.
- Facilities staff will thoroughly clean all instructional spaces and common areas used each evening.
- Voluntary hand washing and/or hand sanitizing protocols are available for everyone each time they enter a classroom or Lab.
- All course specific Laboratory Safety Agreements requirements remain in effect. For more information, visit: https://www.carrollcc.edu/labsafety/.

MISCELLANEOUS PROCEDURES

- The college continues to loan computers to enrolled students as part of our student **Technology Loaner Program**. The computers come standard with Windows 10, Microsoft Office Software, and web browsers (Edge, Firefox, and Chrome). Access to any specialty software including Adobe Creative Cloud, Digital Fabrication, SolidWorks, SketchUp, Python, MatLab, etc. will require students to come on campus to use college computer labs. To borrow a computer, complete the Student Technology Request Form.
- Hotspots are no longer part of the Technology Loaner Program. Students are encouraged to apply for the Federal Affordable Connectivity Program (ACP). To learn more about the ACP visit: https://acpbenefit.org/.
- "Opt-In" to MD COVID Alert on your cell phone. https://covidlink.maryland.gov/content/mdcovidalert/.
- Schedule meetings, including 1:1 meetings, virtually when appropriate.
- When holding meetings in-person, consider wearing a mask and try to physically distance 6ft apart when possible.

CARROLL ATHLETICS

- Subject to the guidelines from the National Junior College Athletic Association Region Athletics COVID-19 Polices and Best Practices.
- All Carroll athletes, coaches, visiting athletic teams and spectators are encouraged to wear a mask inside all College Facilities if experiencing symptoms of or having had a known exposure to Covid-19..
- Carroll's athletes and coaches need to adhere to all host college/team COVID-19 related guidelines and policies when scheduled for an away event.
- According to the CCHD, no one should attend any sports function as a spectator if they are exhibiting signs or symptoms of COVID-19 or any illness. Parents and other spectators with high-risk health conditions should strongly consider not attending indoor events or events held outdoors where appropriate physical distancing cannot be maintained.

FITNESS CENTER AND GYM USE

- Users may choose to mask at any time and physically distance when possible.
- The Fitness Center and Gym will be open to authorized users including current students, employees, and retirees.
- Authorization requires a current class schedule and/or photo identification.
- User check-in is required at the Fitness Center desk.
- Users are asked to wipe down all touch areas of machines and equipment before and after use.
- Locker rooms will be accessible.
- Water is available in the Fitness Center, but cups are not. Users must bring their own refillable bottles.

THEATER USE AND CONFERENCING FACILITIES

- We encourage masks to be worn in the Theater in the Scott Center, but they will not be required. For more information, please contact Sophie Barden, Coordinator Theater Operations, at sbarden@carrollcc.edu.
- We encourage masks to be worn in the Bollinger Family Conference Center (Room K100) but they will not be required. For more information, please contact Shanna Kibler, Senior Director CET Operations, at skibler@carrollcc.edu.
- Internal use for course work will take priority over external groups as is currently the practice.
- As always, all room/space scheduling is reserved in 25Live through the appropriate channels or through Julie Shoul, Facilities and Scheduling Specialist, at jshoul@carrollcc.edu. Please keep in mind that any special circumstances affecting the overall campus schedule must be brought to our attention in advance as Facilities and Campus Police staffing will be impacted.

- **Media Inquiries** – Lisa Slappy, Chief Communications Officer, lslappy@carrollcc.edu, 410-386-8184.

- **Health Department Liaison** – Jacquie Brager, Director of Risk Management, jbrager@carrollcc.edu, 410-386-8491.

<u>ADDITIONAL COVID-19 INFORMATION AND RESOURCES</u>

College COVID-19 Resources: https://www.carrollcc.edu/covid-19/

Vaccinations: https://cchd.maryland.gov/covid-19-vaccination/

Isolate: https://www.cdc.gov/coronavirus/2019-ncov/your-health/isolation.html?

Maryland's COVIDLINK System: https://covidlink.maryland.gov/content/faqs/#faqCT

Carroll County Health Department: https://cchd.maryland.gov/covid-19/

CDC: https://www.cdc.gov/coronavirus/2019-ncov/index.html