Tracing Health’s School District COVID-19 Support Workflow

1. **School District**
   - Receive notification of positive student Case
     - Inform Tracing Health (TH) staff of positive student Case
     - Call the positive Case to:
       - Provide isolation instructions
       - Determine infectious period while at school
       - Provide back-to-school protocols
     - Notify the County of positive student Case
       - Call or email all the identified Close Contacts to notify them of the exposure and to provide:
         - Quarantine instructions
         - Testing requirements and support
         - Back to school protocols
     - Liaise with TH staff to collect contact tracing data from Case/Contact outreach calls
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2. **County Health Department**
   - Partner with the school to identify any students who were Close Contacts of the Case while at school during their exposure period
   - Partner with the school to identify any students who were Close Contacts of the Case while at school during their exposure period
   - Email school site students, staff, and families informing them of a positive COVID-19 Case on campus
   - Monitor Case during their quarantine period to provide any needed support/resources
   - Input any contact tracing data gathered from Case/Contact outreach calls into:
     - School COVID-19 data tracking system
     - County/State COVID-19 data tracking system
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     - County/State COVID-19 data tracking system
     - Monitor Contacts during their quarantine period to:
       - Provide any needed support/resources
       - Identify any Contacts that become positive Cases
   - Partner with County health department to monitor Exposure Events that become Outbreaks
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3. **Tracing Health CI/CT Staff**
   - Call TH staff at the end of the 14-day exposure period to confirm Case and Contact count.
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   - Partner with County health department to monitor Exposure Events that become Outbreaks
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4. **School District Process**
   - School District Process
   - PHI Contact Tracing Staff Process
   - County Health Department Process