

South Hills School of Business Technology

COVID-19 Response Plan

Section I: General Guidelines:

- **Face Coverings**
 - Face coverings are recommended for those individuals who are not fully vaccinated.
 - Face coverings are required in all clinical settings within allied health programs as directed by faculty or staff.
 - Face coverings are made available at the reception areas of each campus.
- **Monitoring of Symptoms**
 - Stay at home if experiencing COVID-19 symptoms such as fever, cough, or shortness of breath.
- **Disinfecting & Sanitizing**
 - Individuals are encouraged to regularly disinfect work and learning areas.
 - Disinfecting supplies will be made available throughout the buildings.
 - SHSBT facilities will undergo daily disinfection and sanitization.
- **Hand Washing**
 - To prevent the spread of germs during the COVID-19 pandemic, you should also wash your hands with soap and water for at least 20 seconds or use a hand sanitizer with at least 60% alcohol to clean hands BEFORE and AFTER:
 - Touching your eyes, nose, or mouth
 - Touching your mask
 - Entering and leaving a public place
 - Touching an item or surface that may be frequently touched by other people, such as door handles, tables, gas pumps, shopping carts, or electronic cashier registers/screens

Section II: Probable or Confirmed Case of COVID-19 On-Site

- **Part A: Isolate and Transport Those Who are Sick**
 - Faculty, staff, and students should not come to SHSBT if they are sick, and should notify school officials (President, Campus Director, Director of Education) if they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.

- Faculty, staff, and students with COVID-19 symptoms (such as fever, cough, or shortness of breath) will be Immediately separated. Individuals who are sick should go home or to a healthcare facility, depending on how severe their symptoms are, and follow CDC's [If You Are Sick or Caring for Someone](#) protocol.
 - SHSBT has an isolation room, area, or building/floor (for on-campus housing) to separate anyone who has COVID-19 symptoms or tests positive but does not have symptoms.
 - SHSBT will help to coordinate safely transporting anyone who is sick to their home or to a healthcare facility. If you are calling an ambulance or bringing someone to the hospital, try to call first to alert them that the person may have COVID-19.
- **Part B: Clean and Disinfect: Cleaning and Disinfection After Persons Suspected/Confirmed to Have COVID-19 Have Been in the Facility**
 - SHSBT will close off areas used by a sick person and do not use these areas until after [Cleaning and Disinfecting Your Facility](#)
 - Will open outside doors and windows and use ventilating fans to increase air circulation in the area. Wait 24 hours or as long as practical before beginning cleaning and disinfection.
 - Cleaning staff should clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment (like tablets, touch screens, keyboards, remote controls, and ATM machines) used by the ill persons, focusing especially on frequently touched surfaces.
 - If it has been more than 7 days since the person with suspected/confirmed COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary.
- **Part C: Notify Health Officials and Close Contacts**
 - Inform those who have had close contact (See Section III), including clinical affiliate department supervisor, with a person diagnosed with COVID-19 to stay home or in their living quarters and self-monitor for symptoms, and follow Section II, Part A based off of CDC guidance if symptoms develop.

- In accordance with applicable federal, state and local laws and regulations, IHEs should notify local health officials, faculty, staff, and students immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA)external icon, FERPA or and other applicable laws and regulations.
- Call Centre County Department of Health – State Health Center at 814-865-0932 to alert them to possible COVID-19 and to request guidance on how to proceed.

Section III: Exposure Guidelines for Students, Staff, and Faculty (On or off SHSBT premises)

Definition of Exposure: Is being in close contact with someone who has a confirmed case of COVID-19.

Definition of Close Contact: Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

- **Part A: General Guidelines for all students, staff, and faculty exposure to COVID-19 (including positive tests)**
 - Must immediately notify the Campus Director, President, or Director of Education.
 - If the student is currently an intern, then the student or program coordinator needs to immediately contact the site supervisor.
 - Exposed individuals may not enter South Hills facilities until self-isolation as defined by the CDC is completed. For people exposed to COVID-19 without symptoms self-isolation can end:
 - On day 10 without testing
 - On day 7 after receiving a negative test result (Test must occur after day 5.
 - Negative test must be provided upon return.
 - After stopping quarantine, people should
 - Watch for symptoms until 14 days after exposure.
 - If they have symptoms, immediately self-isolate and contact their local public health authority or healthcare provider.

- Wear a mask, stay at least 6 feet from others, wash their hands, avoid crowds, and take other steps to prevent the spread of COVID-19.
- Fully vaccinated individuals that have been exposed to COVID-19 AND remain asymptomatic will not be required to quarantine as long as they meet the definition of fully vaccinated.
 - The CDC considers an individual fully vaccinated when 2 or more weeks have passed after the receipt of the second dose in a 2-dose vaccine series, or 2 or more weeks have passed after receipt of one dose of a single-dose vaccine
- Individuals who have tested positive for COVID-19 may return to South Hills facilities:
 - Asymptomatic- 10 days after positive test result unless otherwise directed by a healthcare professional.
 - Symptomatic- 10 days after on-set of symptoms and fever-free for 48 hours unless otherwise directed by a healthcare professional.
 - Individuals waiting on a test result should self-isolate until the result is received COVID-19.
- Interns will not be permitted to return to SHSBT or internship until:
 - Isolation is completed as outline above.
 - Approval is granted from
 - SHSBT Director, Internship Supervisor, or Clinical Supervisor
 - Internship supervisory/facility administrator
 - All students who report to internship or clinical sites must also abide by all protocols and policies for COVID-19 at those facilities.