Guidance for Individuals with a Reported Illness

In an effort to mitigate the spread of disease within the Caltech community, the Institute is working closely with the Pasadena Public Health Department to isolate individuals who are ill with symptoms consistent with those of COVID-19, and to quarantine anyone who is considered a close contact of an ill individual. The COVID-19 management team, which includes medical professionals and trained campus personnel, will facilitate the case investigation and contact tracing process.

DO NOT REPORT TO CAMPUS if you are experiencing any of the following symptoms which are consistent with COVID-19.* If you become ill during your workday, please notify your supervisor immediately, return home, and consult with your primary healthcare provider.

- Fever of 100.0 F (37.8 C) or above
- Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

*Chronic/diagnosed health conditions such as seasonal allergies, migraines, chronic fatigue, and other medical concerns that have produced similar symptoms to COVID-19 or influenza-like-illness are exempt from daily health monitoring.

The CDC recommends that individuals who have symptoms consistent with COVID-19 be tested with an FDA-approved PCR test. Caltech Student Wellness Services can facilitate COVID-19 testing for all community members. Results are generally received within 24-48 hours of specimen collection.

If you are ill with symptoms consistent with COVID-19, you must make a report to Student Wellness Services via the COVID-19 Reporting Application. A medical provider will contact you to evaluate your circumstances and arrange for a COVID-19 test. If you have symptoms of illness but have received a negative PCR test for COVID-19, you may be cleared by Student Wellness Services to return to work upon resolution of your symptoms without completing a standard 10-day isolation period. You must respond to the outreach of the Student Wellness Services medical provider managing your case; this individual will evaluate your symptoms and provide clearance to return to work based on symptom-resolution criteria (i.e., you must be fever-free for 24 hours without medication and must have improving or resolved symptoms).

Caltech's Isolation and Quarantine policy for members of the community is available online, and includes specific guidance on reporting exposure and illnesses to Student Wellness Services via the COVID-19 Reporting Application. Detailed instructions for isolation are available from the Los Angeles County Department of Public Health. During your isolation period, swipe card access to campus buildings will be restricted.

All undergraduate and graduate students living on campus or in Caltech housing who are unable to meet specific requirements for isolation in their residence (ability to stay confined to private bedroom and bathroom with no use of common spaces) will be immediately relocated to a designated isolation space on campus. Appropriate medical monitoring, meals, and other support services will be provided. Non-student community members should follow the LACDPH guidance for isolation in their private residences and may be offered accommodations in Caltech facilities as it is deemed necessary or appropriate for their individual situation.
After you report an illness through to your supervisor or through the Caltech COVID-19 Reporting application, you will be contacted by a member of the Caltech COVID-19 management team, who will ask you a series of questions related to your symptoms, risk factors for complications of COVID-19, and your contact with other members of the Caltech community who may be at risk of developing illness. **THIS CONVERSATION IS CONFIDENTIAL**, and the information you provide will be shared only with relevant public health officials in order to mitigate the spread of disease. Your personal health information will **not** be shared with your supervisor or other personnel at the Institute. While individuals who are determined to be close contacts and may have been exposed to you while you were infectious (able to spread the virus to others) will be contacted with instructions on quarantining, your personal health information will not be disclosed.

The COVID-19 management team will review your health attestations and entries in the Caltech COVID-19 Reporting Application to assist the team in contact tracing efforts. Please ensure your health attestation and location information is up to date, whether you are using the paper form or access.caltech application. If using the paper form, please be prepared to provide this to the COVID-19 management team upon request.

If you are a non-student community member, the Disability and Leave Administration Unit in Human Resources can assist you with timekeeping and leave-related concerns. If you are a student, the deans’ office can provide assistance with making up coursework and navigating academic matters.

Mental health support is available through Student Wellness Services (626-395-8331) and the Staff and Faculty Consultation Center (626-395-8360).

If you are privately tested for COVID-19, you will be asked to inform the COVID-19 management team of the results. Individuals with a positive test for COVID-19 must obtain a letter of clearance from the Pasadena Health Department in order to return to work; your COVID-19 management team representative will provide you additional details for obtaining this letter.

Your cooperation with this process is an essential part of Caltech and the Pasadena Public Health Department’s efforts to mitigate the spread of illness within our community. If you have questions or concerns, please contact Student Wellness Services via email at covid19@caltech.edu, or you may communicate with your COVID-19 management team representative.