Communication flow for reporting positive incidence of COVID-19

1. **Testing**
   - **Student** calls Student Health Service at 715-346-4646 or their medical provider to report symptoms and seek testing.

2. **Waiting**
   - **Students who live on campus** will be relocated to designated isolation spaces.
   - **Employee** consults with medical provider or community testing site to receive COVID test.
   - **Anyone being tested** must isolate and stay off campus until results have been received.

3. **Results**
   - **NEGATIVE RESULT**
     - Student Health Service provides student with test results.
     - **Student** are required to report positive result to Student Health Service (or self report).
     - Employees and student employees are required to disclose positive testing to their supervisor (or self report) if they were on campus within the last 7 days.
     - **Resume normal activity 24 hours after symptoms resolve**
   - **POSITIVE RESULT**
     - Student Health Service instructs student on isolation, daily phone follow-up and explains they will be called by local health department contact tracer.
     - **A. SHS** automatically notifies the Dean of Students office, which notifies appropriate faculty members and departments for follow-up.
     - **Supervisor** submits COVID reporting form that automatically notifies Human Resources, which provides instruction and resources to employee and notifies appropriate departments for follow-up.
     - **Self-reporters** go directly to the COVID reporting form.
     - **If a student informs faculty or staff that they have COVID-19, the employee is required to submit the COVID reporting form that triggers the process outlined above.**

4. **Notify**
   - **Medical provider** provides employee with test results.
   - **Resume normal activity 24 hours after symptoms resolve**

For questions visit [www.uwsp.edu/coronavirus](http://www.uwsp.edu/coronavirus) or call the hotline at 715-346-2619