


**LOGAN COUNTY SCHOOLS
 COVID-19 RESPONSE
 FLOW OF ACTIONS
 BLUE
 (Revised 3-3-21)**

Staff member has been in direct contact with a positive person, who has tested positive for COVID-19 symptoms.	
Staff member notifies supervisor.	
Supervisor notifies school-based nurse. Off-site locations notify lead nurse.	
School nurse will notify and collaborate with lead nurse.	
Nurse will notify staff member to either work or quarantine and will notify supervisor.	
Lead nurse will notify Superintendent, Assistant Superintendent, and Administrative Assistant.	
The staff member is required to notify supervisor and nurse and be tested within 5-7 days of first day of exposure to a positive case per Logan County Health Department guidance.	
If staff member tests positive follow red.	If staff member tests negative, they will remain in 10 days quarantine and contact supervisor and nurse.
	
POSITIVE TEST FOLLOW RED	NEGATIVE TEST Staff member will notify supervisor and nurse and complete the quarantine period.
	Lead nurse will notify supervisor and Administrative Assistant that staff member is returning to work. Director of Personnel will make an appointment with the employee to come to central office to complete paperwork.
	Lead nurse will submit proper quarantine notification paperwork to Kathy Moore, Administrative Assistant. The Administrative Assistant will contact staff member and provide directions for next steps.