

The attached document is the Oneida County Contact Tracing form schools are required to use in the event of exposure of a positive COVID-19 case. The District completes the form and submits the form to the Oneida County Department of Health for determination of who is required to quarantine. While the Oneida County Department of Health conducts the contact tracing process, individuals included on the form will work remotely until they receive the notification from the Oneida County Department of Health.

The criteria included on the form includes close contact of 6 feet or less for 15 minutes or exposure of 90 minutes or more within a 24 hour period. The Oneida County Department of Health informed us that anyone who spends 90 minutes or more in a room with a positive COVID-19 case, regardless of the size of classroom and distancing, will need to be quarantined.

K-12 School Contact Tracing Questionnaire

- COVID-19 Positive Student/Staff initials:
- DOB:
- Name of school:
- Date tested on:
- Date of symptom onset/Asymptomatic
- Which dates that case attended in-person school activities while infectious:
- Were students wearing mask or no mask:
- Were students 6 feet apart in classroom:
- Does teacher/student walk around in class or stand/sit in one place:
- Did student take the bus (if so, please provide who was within 6 feet for 15 or more minute if applicable):

Class Information - complete for each class student/teacher is in

Class 1 (repeat as needed)

Class Name:

Length of class:

Number of students in class:

Classroom type:

Class Activity:

Is the room cleaned after each class:

Contact Information - complete for each close contact, student or teacher, which had exposure at school while infectious (within 6 feet for 15 or more minutes or 90 minute or more exposure within a school day)

Close Contact 1 (repeat as needed)

Contact's name:

Date of Birth:

Address:

Contact's phone number and parent name:

Length of time contact was with positive case:

Distance between contact and positive case:

Details/Summary of interaction:

Last date of contact with positive:

Are they vaccinated?

This completed document can also be faxed to (315)266-6113, attention: **School Contact Tracing Team**. The information gathered on this document will be reviewed by OCHD Clinical team to determine if any contacts need to be placed on a 10-day quarantine.

Low Risk Exposures: Low risk contacts still need to be made aware of exposure but school so they can self-monitor for symptoms.

Vaccinated individuals: Fully vaccinated is defined as being 2 or more weeks after the final dose. If a contact is fully vaccinated please provide full name and date of birth so we can verify vaccination records.