

Appendix A

What to do if a student or an employee discloses that they have tested positive for COVID -19 or another communicable disease

Someone has disclosed to you that they have tested positive for COVID-19 or another communicable disease, you must:

- Identify the person's name, when they were last at Camosun, and which campus.
- Identify the date that Island Health/Health Authority has given them to safely return to campus/regular activities.
- Immediately report the available information to your WPL who will report it to OHS (do not wait for outstanding information).
- Do not share this information with anyone as you are bound by privacy legislation.
- WPLs are responsible to forward all disclosures to OHS@camosun.ca ASAP
- Island Health follows up on every person who tests positive for COVID-19 and will perform ALL contact tracing.

After you have informed your WPL your due diligence is done.

- Your WPL will provide you with steps to follow if necessary and will inform everyone that requires the information.
- Camosun is working in collaboration with local Medical Health Officers behind the scenes to ensure the health and safety of all students, employees and visitors at all times.

What to do next?

- Trust that Camosun and Island Health are doing their due diligence to ensure your health and safety.
- Do not panic! Stay calm.
- Resume activities as usual unless otherwise instructed by your WPL.
- Do not share information that has been disclosed to you with anyone except your WPL.
- Contact OHS@camosun.ca if you have further questions.