

CRAT RISK EVALUATION MATRIX

ROLES AND RESPONSIBILITIES

Health Services Triage

(last reviewed 07.20.2021 by Health Services Team)

The Health Services medical team will attempt to contact any Palomar Employee or Student who has submitted the Online [COVID-19 Questionnaire](#).

(NOTE: The below grid does not cover all potential cases or every component of a case. Risk level will always be assessed and determined on a case-by-case basis.)

****** “Close Contact” is defined by the County of San Diego [Order of the Health Officer](#) as a contact with a COVID-19 Patient that occurs anywhere between 48 hours before the COVID-19 Patient’s symptoms began (or, for asymptomatic patients, 2 days prior to test specimen collection), and until the COVID-19 Patient is no longer required to be isolated, and where they:

1. Were within 6 feet of a COVID-19 Patient for a cumulative total of 15 minutes or more over a 24- hour period; OR
2. Had unprotected contact with the body fluids and/or secretions (including, but not limited to, being coughed on, sneezed on, sharing utensils, or drinking out of the same container) of a COVID-19 Patient.

People are considered [fully vaccinated](#) for COVID-19 2:2 weeks after they have received the second dose in a 2-dose series (Pfizer-BioNTech or Moderna), or 2:2 weeks after they have received a single-dose vaccine (Johnson and Johnson/Janssen)

No Risk (No known current risk to the Palomar Community)	Low Risk	Moderate Risk	High Risk
<p>No Risk A: Individual fills out the online reporting form in error.</p>	<p>Low Risk A: Individual is fully vaccinated OR tested positive for COVID-19 previously within 3 months who has had close contact** with someone who is positive for COVID-19, but they are asymptomatic. They are still allowed to return to work but should self-monitor for symptoms.</p>	<p>Moderate Risk A: Not fully vaccinated individual who has had close contact** with a suspected positive case (someone who is getting tested for COVID-19).</p>	<p>High Risk A: Individual has tested positive with COVID-19.</p>
<p>No Risk B: Fully vaccinated individual who has had a second-degree exposure (reports a Close, Prolonged Contact with someone who was exposed to a suspected or known COVID-19 case); individual has no current symptoms of COVID-19.</p>	<p>Low Risk B: Not fully vaccinated individual who has had second-degree exposure (reports a Close, Prolonged Contact with someone who was exposed to a suspected or known COVID-19 case); individual has no current symptoms of COVID-19.</p>	<p>Moderate Risk B: Regardless of vaccination status, individual who has developed symptoms suggestive of COVID-19 (e.g. fever, cough, shortness of breath, sudden loss/change of taste/smell) – pending COVID-19 test results.</p>	<p>High Risk B: Not fully vaccinated individual who has had close contact** with an individual who has tested positive with COVID-19. Individual may or may not have developed symptoms.</p>

<p>No Risk C: Fully vaccinated individual who has had brief contact (not a close contact; < 15 minutes or at distance of more than 6 feet) with someone who has been ill with suspected or confirmed COVID-19. The individual has no current symptoms of COVID-19.</p>	<p>Low Risk C: Not fully vaccinated individual who has had brief contact (not a close contact; < 15 minutes or at distance of more than 6 feet) with someone who has been ill with suspected or confirmed COVID-19. The individual has no current symptoms of COVID-19.</p>	<p>Moderate Risk C: Someone who has tested positive for COVID-19 in the past, and has again developed symptoms suggestive of COVID-19 (e.g. fever, cough, shortness of breath, sudden loss/change of taste/smell) – pending COVID-19 test results.</p>	
<p>No Risk Action Steps</p> <p>Document situation in the dashboard and, if indicated, recommend individual self-monitor for symptoms. If the individual develops symptoms, ask them to fill out the online COVID Reporting Form so that Health Services can reach out to them again and provide guidance/support.</p>	<p>Low Risk Action Steps</p> <p>Provide appropriate CDC, CDPH and HHS Guidance - may be asked to self-quarantine for 10 to 14 days depending on HSA Criteria for Quarantine.</p> <p>Recommend follow-up with PCP if symptoms develop or worsen.</p> <p>Recommend COVID-19 testing.</p> <p>Inform individual that a Case Manager will be reaching out to them within the next 3 days to follow-up with any next steps.</p>	<p>Moderate Risk Action Steps</p> <p>Send home if currently on campus.</p> <p>Provide appropriate CDC, CDPH, and HHS Guidance - ask to self-quarantine for 10 to 14 days depending on HSA Criteria for Quarantine.</p> <p>Recommend follow-up with PCP if symptoms develop or worsen.</p> <p>Recommend COVID-19 testing.</p> <p>Inform individual that a Case Manager will be reaching out to them within the next 3 days to follow-up with any next steps.</p>	<p>High Risk Action Steps</p> <p>Isolate immediately (if on campus) and send home.</p> <p>Continue self-isolation at home.</p> <p>Provide appropriate CDC, CDPH, and HSA Guidance for Self-Isolation.</p> <p>Recommend they seek medical attention with PCP and self-monitor for worsening symptoms.</p> <p>Inform individual that a Case Manager will be reaching out to them within the next 3 days to follow-up with any next steps.</p>

Once Risk Level is determined, this information will be passed on to a Case Manager for appropriate follow-up and next steps, inclusive of notifying benefits@palomar.edu if case is employee related.

Health Services will keep track of potential outbreaks/clusters of High-Risk cases.

Any 3 High Risk cases occurring simultaneously in a given location within a 14-day period will trigger Policy Group meeting to determine overall risk level to the campus and whether a specific area will need to be shut down/closed/go fully remote and online.

State of CA Public Health Order: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Order-of-the-State-Public-Health-Officer-Beyond-Blueprint.aspx>

CDPH Guidance for Childcare Providers & Programs: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Child-Care-Guidance.aspx>

CDPH Guidance for Facial Coverings: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>

CDPH Face Coverings Q&A: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Face-Coverings-QA.aspx>

SD County Public Health Order:

<https://www.sandiegocounty.gov/content/dam/sdc/hhsa/programs/phs/Epidemiology/HealthOfficerOrderCOVID19.pdf>

SD County Health Officer Order re: Quarantine:

<https://www.sandiegocounty.gov/content/dam/sdc/hhsa/programs/phs/Epidemiology/covid19/HealthOfficerOrder-Quarantine.pdf>

SD County Health Officer Order re: Self-Isolation:

<https://www.sandiegocounty.gov/content/dam/sdc/hhsa/programs/phs/Epidemiology/covid19/HealthOfficerOrder-Isolation.pdf>

Case Manager Follow-Up

Last reviewed on 7/21/2021 by PIO

WHEN COVID-19 POSITIVE CASE IDENTIFIED:

PIO will work with Health Intake Team to

1. Inform Risk Management Team Leader
2. Inform Facilities (Chris Miller), HRS (benefits@palomar.edu), and IS (Mike Day)

If Student, Faculty or Instructional Staff, PIO will:

1. Gain access to Class Roster through PeopleSoft If “non-instructional” gain access to employee names of Individuals Who May Have Been Exposed.
2. Notify Impacted Individuals of Potential Exposure via Bcc email: students, faculty, department supervisor

PIO assigns all cases to Case Managers

CASE MANAGER PRIMARY RESPONSIBILITIES SPECIFIC TO COVID-19 POSITIVE CASE

1. Within 3 days of receiving case, follow up with individual and conduct communication of “Return to Work/School” timeline
2. Track Case to Closure
3. Contact individual on last day of quarantine to confirm they are cleared to return to school/work (i.e. no symptoms have developed OR all symptoms have resolved for 24 hours w/o fever-reducing medication).
4. HRS will be point of contact if employees have questions about their return to work date.

Low Risk A, B, C

1. Within 3 days of receiving case: follow up with individual via email to see if any symptoms have developed and if they have been tested.
2. If no reply to email, follow up with phone call to learn if they were tested and if any test results
 - a. If negative, inform of return to work/school (10 days from original date of exposure) if, no

Moderate Risk A, B, C

1. Within 3 days of receiving case: follow up with individual via email to see if any symptoms have developed and if they have been tested.
2. If no reply to email, follow up with phone call to learn if they were

High Risk A & B

1. Day 3 – contact individual to see how they are.
 - a. Make sure they are aware of resources to assist during this time (reference quick guide to student resources on COVID-19 site)
 - b. doctor’s release to work note

symptoms and 24 hours fever free with no fever medications

- b. **If positive, inform PIO** and inform individual of return to work/school policy
- c. Close case once individual has been authorized to return to work/school.

tested and if any test results

- a. If negative, inform of return to work/school (10 days from original date of exposure) if, no symptoms and 24 hours fever free with no fever medications
 - b. **If positive, inform PIO and** inform individual of return to work/school policy - doctor's note required.
3. Close case once individual has been authorized to return to work/school.

2. Close case once individual has been authorized to return to work/school.