

**William Paterson University**  
**Counseling, Health and Wellness Center (CHWC)**  
**Quarantine/Isolation Procedure for COVID-19**

**Fall 2021**

This procedure will guide the action steps for implementation of quarantine/isolation procedures for William Paterson University faculty, staff and students exposed to, or infected with, COVID-19.

**For the purpose of this procedure, the following definitions apply:**

A. "Isolation" keeps someone who is sick or has tested positive for COVID-19 without symptoms away from others, even in their own home.

B. "Quarantine" is used to keep someone who has been exposed to COVID-19 and may develop illness away from other people. Quarantine helps prevent the spread of disease that can occur before a person knows they have the virus.

A CHWC medical provider (Physician or Advance Practice Nurse) will make a determination whether a student needs to be quarantined or placed in isolation.

Human Resources will make the determination whether a faculty or staff member needs to be quarantined or placed in isolation, in consultation with CHWC medical staff, utilizing guidance from local and state health departments.

## **COVID-19 Specific Guidelines**

### **Isolation Guidelines**

#### **Isolation guidance for Residential Students**

Due to the COVID-19 pandemic, any residential student (unvaccinated or vaccinated) suspected of having COVID-19 based on symptoms, or diagnosed with COVID-19, will need to isolate in a designated space provided by Residence Life.

- Isolated students will need to have access to supplies such as thermometer, masks, sanitizing wipes, tissues, soap, hand sanitizer, and toiletries.
- During isolation, students must remain in their rooms. They are not permitted to go to class, walk around campus, or engage in any extracurricular or social activity.
- Students in quarantine are permitted to pick up food and to go to the pharmacy only if necessary. During these times, they must wear a mask and social distance at all times.
- No visitors will be permitted.
- Verbal and written discharge instructions will be given to the student.

- A thermometer will be given to the student if they do not have one for continual monitoring of their temperature.
- The student must complete the Symptom/ Exposure Reporting Form daily, which will be reviewed by CHWC.
- The student will be required to wear a mask and will be sent to their room to pack supplies for relocation to a room designated for isolation.
- Medication and other supplies will be offered to the student while remaining on campus. If necessary, CHWC will arrange delivery of medication from a local pharmacy.
- During isolation, a CHWC nurse will call the student regularly (during working hours) to assess the symptoms present and determine if further treatment is needed.
- The student will be asked to log temperatures to report.
- The Residence Life staff will be notified that they have a student placed in isolation due to illness or if they are quarantined due to exposure.
- For residential students isolating on campus, CHWC/Residence Life will coordinate food delivery services, and the student will be instructed to wear a mask when opening doors for food delivery. Students in quarantine are able to pick up food from Wayne Hall after completing a mobile order.
- Affected students will be instructed to communicate with their professors that they will not be able to attend class in person. The student will be provided with an excuse note to forwarded to their professors for missing classes. If the student needs an extended absences or has academic requirements that can't be met, CHWC will partner with the Dean of Students, who will work with the student's advisor to assist with necessary arrangements.
- Once the student's isolation or quarantine is complete, the student will be given a clearance note to forward to their professors/residence life that allows for a return to classes/ activities/residence hall room. No student will be permitted to return to their room, classes, or to other campus activities until they receive a clearance note from CHWC.

### **Isolation Guidance for Commuter Students, and for Faculty and Staff**

Commuter students, and faculty and staff who are in isolation due to having symptoms of COVID-19 or have been diagnosed with COVID-19 should stay home until it's safe for them to be around others. At home, anyone sick or infected should separate from others, stay in a specific "sick room" or area, and use a separate bathroom (if available). They are not permitted to return to campus until cleared by University officials.

This is the guidance that will be provided to individuals that been diagnosed with COVID-19:

- Monitor your symptoms. If you have an [emergency warning sign](#) (including trouble breathing), seek emergency medical care immediately.
- Stay in a separate room from other household members, if possible.

- Use a separate bathroom, if possible.
- Avoid contact with other members of the household and pets.
- Don't share personal household items, like cups, towels, and utensils.
- [Wear a mask](#) when around other people if able.
- Commuter students will be sent an excuse note to forward to their professors/athletic coaches as needed. Once a student is deemed not contagious and cleared from isolation, a clearance note will be provided so they may return to campus activities. This will be sent by CHWC medical staff in their student health portal.
- Faculty and staff will need to follow up with their medical provider in order to get an excuse note, as well as a clearance note for return to campus. This medical documentation will need to be provided to Human Resources. Human Resources will notify the employee's supervisor when an employee is cleared to return to campus.

In order for any commuter student or faculty/staff member to return to their regular campus activities, classes, or work, they must not be contagious. To be cleared, the individual must meet the following criteria:

- It has been 10 days since symptoms first appeared, **and**
- It has been 24 hours with no fever without the use of fever-reducing medications, **and**
- Other symptoms of COVID-19 are improving.

## Quarantine Guidelines

### Exposed to COVID-19

Quarantine is required if you are **UNVACCINATED** and have been in [close contact](#) (within 6 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who has COVID-19.

Individuals who are **fully vaccinated** do NOT need to quarantine after contact with someone who had COVID-19 unless they have [symptoms](#). However, it is recommended that fully vaccinated people should get tested 3-5 days after their exposure, even if they don't have symptoms. They are required to wear a mask indoors while in the presence of others for 14 days following exposure.

All **unvaccinated** students, faculty, and staff exposed to COVID-19, but not exhibiting symptoms, will need to quarantine for 14 days. There is no ability to opt out of this requirement even in the event of a negative COVID-19 test.

Commuter students, and faculty and staff, are required to quarantine at their home. Commuter students, faculty and staff will not be allowed to return to campus until quarantine is completed. People quarantining at home may leave the home for a doctor's visit, the pharmacy and food as

needed. They are not permitted to return to campus until cleared by CHWC (students) or Human Resources (employees).

### **Quarantine Guidance:**

- Stay home for 14 days after your last contact with a person who has COVID-19.
- Watch for fever (100.4°F), cough, shortness of breath, or other symptoms of COVID-19.
- If possible, stay away from people you live with, especially people who are at higher risk for getting very sick from COVID-19.
- Complete the COVID-19 Symptom and Exposure Reporting Form daily .
- Get tested with a PCR test within 5-7 days of exposure and report the results to CHWC or Human Resources.
- Students will be contacted by the contact tracing team within one week of exposure.

### **Quarantine Guidelines for Residential Students:**

- All residential students will be placed into separate quarantine rooms on campus, as needed. During quarantine, students must remain in their rooms. They are not permitted to go to class, walk around campus, or engage in any extracurricular or social activity.
- They may leave their rooms to pick up food/ medicine as needed and are required to wear a mask and social distance at all times.
- Residential students in quarantine should monitor for symptoms daily. They are required to fill out the COVID-19 Symptom and Exposure Reporting Form and take their temperature daily to assist with the monitoring. If they begin to exhibit any symptoms, they should contact CHWC at 973-720-2360 or email [COVIDCHWC@wpunj.edu](mailto:COVIDCHWC@wpunj.edu) to speak to a provider.

**In the event that a student refuses to remain in isolation or quarantine, and/or is a health risk to themselves, their roommates, or member(s) of the community, appropriate interventions will be used, consistent with University policy and applicable law.**