

Process for Faculty/Staff Who Receive a Positive COVID-19 Test Result

If a CMU faculty or staff member receives a COVID-19 positive test result, the following steps will be followed.

1 Inform & Connect

If test was administered by CMU via Tartan Testing

If your test result is “Detected-Positive” for COVID-19, you will be notified of your test result by receiving an email from University Health Services. To access your test results, log on to HealthConnect at <https://cmu.edu/healthconnect> with your Andrew username: Select Medical Records from the left navigation menu. Select Labs from the toolbar at the top of the screen. Click on the lab report to review the test results.

If test was NOT administered by CMU via Tartan Testing

If you are probable or confirmed positive for COVID-19, you must report this information to Community Health and Well-Being (CHWB) at CHWB@andrew.cmu.edu.

FACULTY/STAFF ACTION

2 Isolation & Support

Isolate

It is important for you to remain isolated to care for yourself and the community.

OHR has provided guidance about [support and available options](#).



3 Clearance

After a minimum of 10 Days

You will not be able to return to campus until you have received clearance by a health care provider. You must complete the clearance process through OHR before returning to work. leavemgmt@andrew.cmu.edu.



CHWB will conduct contact tracing to identify any close contacts related to the university. CMU contact tracers work closely with Allegheny County Health Department who coordinates any further tracing efforts for non-CMU affiliates.

This consists of an interview where you will be required to provide as much information as possible about close contacts (within 6 ft. for more than 15 minutes) in the days preceding your diagnosis. Those contacts will be notified. Your identity will be protected during this process.

Information regarding your circumstances will only be shared as necessary for the university to safeguard the community and to comply with any applicable laws or government orders.

UNIVERSITY ACTION



CHWB will inform OHR of the correct dates of isolation in order for you to be provided guidance regarding leave and other benefits.

FMCS, with information from CHWB, will assess the need for a closure of any impacted space(s). If necessary, OHR will support supervisors in communicating the status of a case with impacted unit.

CHWB will initiate the classroom and/or laboratory notification process if a COVID-19 positive individual was in the classroom or lab during their infectious period. No identifying information will be shared.

DEFINITIONS

CHWB	Community Health and Well-Being
FMCS	Facilities Management and Campus Services
OHR	Office of Human Resources
UHS	University Health Services
Confirmed	A diagnosis confirmed by a positive COVID-19 test conducted by an accredited medical lab.
Probable	An unvaccinated person who is symptomatic after close contact with an individual who has a confirmed COVID-19 diagnosis.