



ANNEX E - UOG Crisis and Disaster Management Plan

University of Guam – Pandemic Plan and Procedures for Preparing and Operating Under PCOR2/3 / UPPOP2/3

As of August 16, 2021

AMENDMENT TO UOG COOP – August 24, 2021

PURPOSE

This amendment to the August 16, 2021, UOG – Plan and Procedures for Preparing and Operating Under PCOR2/3 / UPPOP2/3, adds additional guidance for all personnel based on updated information from:

- Experiences in COVID cases impacting UOG campus.
- Governor's Executive Order (EO) No. 2021-19, dated August 20, 2021.
- DPHSS Guidance Memo No. 2021-19, dated August 21, 2021.
- JIC Release No. 761, dated August 22, 2021 relating to attachment at **enclosure one**, subject: Guidance for Individuals Who are Suspected or Confirmed for Having COVID-19, updated June 10, 2021.

SCOPE

These procedures apply to all personnel, facilities, and properties owned or are under the responsibility of the University of Guam (UOG). **“Personnel” is defined as UOG employees, students, guardians/parents (as applicable), visitors, tenants, and contractors unless specifically stated otherwise.** UOG leadership will ensure all information are disseminated to all personnel in a timely manner.

The UOG Safety and Security Office has the overall responsibility for monitoring compliance. Contact information: Al Garrido, Safety Administrator; Office - 735-2372; Cell – 929-2155; e-mail – garridoa3216@triton.uog.edu. This office will also serve as UOG's point of contact to respond to DPHSS inquiries and complaints/concerns from all personnel. This office will also evaluate UOG's implementation of its guidelines and procedures and ensure coordination with respective contacts within each UOG organization, the Student Health Office, School of Health (SOH), and Chief Planning Office.

Non-compliance issues can be reported to covidsafety@triton.uog.edu.

The primary contact for these procedures is the Chief Planning Office. Contact information: David Okada, Chief Planning Officer/Interim Chief of Staff; Office - 735-2990; Cell – 688-6627; e-mail – dsokada@triton.uog.edu.

Jim Hollyer, Special Assistant to the President; Office – 735-2995; WhatsApp – 486-2075; e-mail hollyerj@triton.uog.edu.

The primary contact for the UOG Student Health Services is Georgette Apuron. Office – 735-2225/6; email – apurong@triton.uog.edu.

This amendment is subject to change on short notice based on changing guidance from the Governor or DPHSS.

ADDITIONAL GUIDANCE FOR FANUCHANAN 2021 SEMESTER

All personnel are reminded that vaccination and testing information or information involving a “Case” or “Close Contact”, are private information and will be used for official purposes and only for those who need to know to effect their safety responsibilities and official communication.

These guidelines are not intended to supersede DPHSS contact tracing processes, but to augment it in order to quickly contain the situation on campus.

Updated campus safety protocols:

-For classrooms, labs, meetings, resource rooms or any venue used for official purposes, generate and retain a seating chart. This is for contact tracing purposes to identify potential Close Contact lists, as needed. Retain seating chart and sign-in lists for a minimum of 30 days. After 30 days, they may be shredded, not thrown in regular trash.

-If an incident occurs in any areas of operations on campus or if a notice is provided from a student or employee:

- Do not Panic. Remain calm and inform your Dean/Director and the Safety Administrator.
- To contain the incident as quickly as possible, the name, phone number, and email will be provided for official use (FOUO – For Official Use Only) purposes.
- A class schedule may be needed to track potential areas of attendance for that particular day, if the student cannot provide details for whereabouts on campus, through the Safety Administrator.
- For classes or areas that may be considered “Contacts of a Contact,” the class should be reminded with the following information:
 - *Continue to properly wear your mask, frequently hand sanitize, and socially distance, as applicable.*
 - *If you start feeling sick or ill, self-quarantine at home, and seek a COVID test.*
 - *Stay quarantined until you receive your results.*
 - *Follow the guidance of DPHSS when provided your results.*
 - *Please let “me” (instructor/supervisor) know if you may be missing class (or work) because of this and we can make arrangements concerning your class work (or working arrangement).*
 - *DPHSS provides a clearance letter that you can obtain from your contact tracer. Please bring a copy or send by email when cleared.*
- **People who are not an employee, student, or RCUOG intern should not be asked if they have been vaccinated or not.** This does not apply to those similar type units that are specifically covered by the EO and DPHSS guidance memo. This includes, but not limited to, gymnasiums, fitness centers, and dance studios; organized contact sports and competitions; and theaters and museums. **However**, they do need to follow all the protocols established to keep our campus safe. This includes, but not limited to, if sick stay home, signing in, temperature checks (if required by unit), frequently hand sanitizing, proper wear of face mask, and socially distancing.
- Provide followup information to the Safety Administrator in terms of testing results if reported to you so he can track the statistics for future assessments of safety protocol updates.

Additional Information:

Enclosure one outlines the general guidance used for situations on:

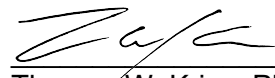
- What to do after being tested for COVID-19.
- What to do if you are a Close Contact.
- What to do if you are confirmed for COVID-19.

For definition purposes, the following applies (**see enclosure two**):

- **Person A: Case** – Laboratory-confirmed positive for COVID-19.
- **Person B: Close Contact** – “Close contact” with Person A.
 - Considered “Medium to High Risk”.
 - Individuals who were within 6 feet of Person A for a prolonged period of time (more than 15 minutes) or had direct contact with their secretions (e.g. coughed on).
- **Person C: Contact of a Contact** – Any person who is in contact of Person B (e.g. spouse, children, parents, co-workers, friends, etc.) is considered “Low Risk”.

All personnel are advised to be familiar with the **“Lock Down Procedures/Isolation Measures”** in the UOG COOP, dated August 16, 2021, which start of page 22.

The UOG COOP, Academic COOP, and other COVID-19 related information are at <https://www.uog.edu/covid-19/#Operations>.



Thomas W. Krise, Ph.D.
President



GUIDANCE FOR INDIVIDUALS WHO ARE SUSPECTED OR CONFIRMED FOR HAVING COVID-19

For more information, please call 311 or visit dphss.guam.gov • Updated: June 10, 2021

A. WHAT TO DO AFTER BEING TESTED FOR COVID-19

Self-quarantine at home, stay away from others, including staying apart from those living in your household, and self-monitor for symptoms of COVID-19 until you receive your result. If you were tested at the Northern Region Community Health Center (NRCHC) or at a DPHSS Community Outreach and you want to receive a hard copy of your results, contact NRCHC at (671) 635-7525/26 or send email requests to covidresults@dphss.guam.gov

B. WHAT TO DO IF YOU ARE A CLOSE CONTACT

Quarantine is for people who may have been exposed to a person with COVID-19. A close contact is placed in quarantine. The use of quarantine in this guidance does not apply to travelers entering into Guam by air or sea.

1. If you are identified as a close contact, you must quarantine for 10 days after your last date of exposure.
2. Stay home and monitor your health, watch for fever, cough, shortness of breath, or other symptoms of COVID-19.
3. If possible, stay away from others, especially people who are at higher risk for getting sick from COVID-19.
4. Schedule and receive a viral COVID-19 test 5-7 days after your last date of exposure. If negative, quarantine may be discontinued after day 7. If you opt not to get tested, you must quarantine for 10 days after your last date of exposure.
5. Self-monitor for symptoms of COVID-19 for the remaining 10 days after your last date of exposure.
6. If you were monitored by DPHSS staff, a Public Health clearance letter may be provided when the patient is cleared.

Close contacts who do not need to quarantine:

1. People who have tested positive for COVID-19 within the past 90 days and recovered as long as they do not develop new symptoms; or
2. People who have been fully vaccinated against COVID-19 and do not have any symptoms.
 - a. DPHSS will continue to monitor fully vaccinated close contacts until verification of vaccination status within 24-48 hours.
 - b. Close contacts who are unable to provide COVID-19 vaccination verification will be subject to quarantine.

C. WHAT TO DO IF YOU ARE CONFIRMED FOR COVID-19

Isolation is for people who are already sick with COVID-19. A person who has COVID-19 is placed in isolation.

1. **Isolate** at home or at a government isolation facility.
2. If you live with others, stay in a separate room from other household members. Use a separate bathroom, if possible. Avoid sharing personal items, like cups, towels, utensils, and electronics. Clean and disinfect all surfaces and items that are touched often. Wash your hands often. Wear a mask.
3. If you are **symptomatic**, isolation may be discontinued after:
 - a. At least 10 days since symptoms first appeared;
 - b. At least 24 hours with no fever without using fever-reducing medication; and
 - c. Other symptoms of COVID-19 are improving.
4. If you are asymptomatic, isolation may be discontinued after:
 - a. 10 days have passed since the day of the positive specimen collection.
 - b. If symptoms develop, refer to Section C.3.
5. A test-based approach may be considered for those with severely weakened immune systems (immunocompromised) in consultation with the Chief Medical Officer or the Medical Director. Close contacts will still be subject to quarantine.
6. If you were monitored by DPHSS staff, a Public Health clearance letter may be provided when the patient is cleared.
7. If you are severely ill, contact your healthcare provider immediately, or call 911.
8. If the home is not conducive to isolation (positive individuals have their own bedroom/bathroom where they can be separated from the household), close contacts are subject to an ongoing quarantine.

FOR ADDITIONAL GUIDANCE:

Medical Triage Hotline - (671) 685-0358, (671) 687-7321,
(671) 480-6760/6763/7859/7883, (671) 998-4442/4460/
4474/4480, (671) 687-6170 (ADA/Text), or 311/Option 1



dphss.guam.gov



Guidance on the Contact of a Close or Casual Contact of a Confirmed or Suspected Case of COVID-19

Person A: CASE

Laboratory-confirmed positive for COVID 19

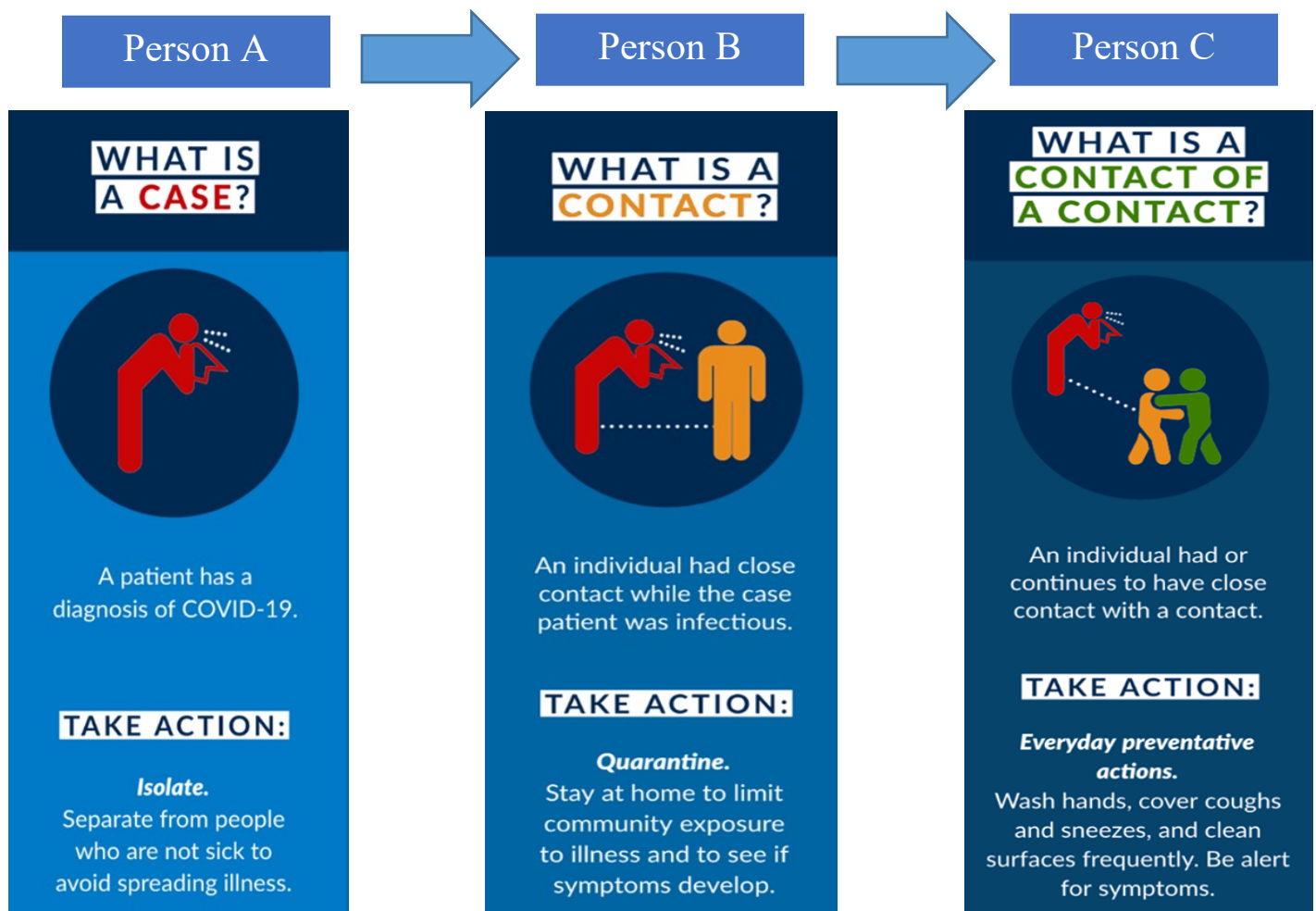
Person B: CLOSE CONTACT

“Close contact” with Person A

- Considered “Medium to High Risk”
- Individuals who were within 6 feet of Person A for a prolonged period of time (more than 15 minutes) or had direct contact with their secretions (e.g. coughed on).

Person C: CONTACT OF A CONTACT

Any person who is in contact of Person B (e.g. spouse, children, parents, co-workers, friends, etc.) is considered “Low Risk.”



Household Members:

- If an asymptomatic (no symptoms) person is contacted by DPHSS to be notified that they are a **close contact** of a confirmed COVID-19 case, they should remain home, practice social distancing, and monitor for symptoms.
- Any child, spouse or other household members of this asymptomatic contact are a **“contact of a contact”** and therefore are not required to take any special precautions. They can go to school, work, and engage in other activities but must practice social distancing, wash hands often and wear face covering.
- However, when the “close contact” family member becomes COVID-19 positive, then that family member becomes a “case,” and the other family members become “close contacts” if they meet the definition. As such, the family members who are now “close contacts” will follow those guidelines outlined in **enclosure one**.

Co-workers:

- If an asymptomatic employee calls their supervisor and notified them that they are required to stay home because they were a **close contact** of a confirmed case, the contacts they had at work are considered **“contacts of contact,”** are not required to take any special precautions. They should be permitted to continue to work but must practice social distancing, wash hands often and wear face covering.

How long should **close/household contacts of a confirmed COVID-19 case remain home while monitoring themselves?**

- Close/Household Contacts should stay home until the family member who is a Case is cleared in accordance with **enclosure one**, paragraph C.

Do “contact of contacts” need to take any special precautions?

- No. A person who is a contact of a contact does not have any restrictions and can continue with normal activities such as going to work or school but must practice social distancing, wash hands often and wear face covering. If this person later develops symptoms, see instructions listed at **enclosure one**, paragraphs A and C.