

COVID-19 Exposure Management Plan Guidance in TK-12 Schools: Appendix T2

Recent Updates: (Changes highlighted in yellow)

3/25/2022

- Clarified masking guidance for students under modified quarantine (i.e., masks should be worn for 10 days after the last date of exposure).

3/11/2022

- Los Angeles County Department of Public Health is aligning with updated guidance from California Department of Public Health for K-12 Schools in California on isolation and quarantine recommendations in school settings. These updates will go into effect on March 12, 2022.
- Students with COVID-19 who are released early from isolation are strongly recommended to wear a highly protective mask around others for 10 days after the positive test. Per Cal/OSHA COVID-19 Prevention Emergency Temporary Standards, staff with COVID-19 who are released early from isolation continue to be required to wear a highly protective mask in the workplace around others for 10 days after the positive test.
- Group tracing is the recommended approach for responding to school exposures over individual contact tracing to minimize disruptions to in-person education.
- Students with an exposure are strongly recommended to wear a highly protective mask around others for 10 days after the last exposure date. Per Cal/OSHA COVID-19 Prevention Emergency Temporary Standards, staff with an exposure continue to be required to wear a highly protective mask in the workplace around others for 10 days after the last exposure date.
- Students with an exposure are strongly recommended to test within 3-5 days after the last exposure date. The exception is students with a COVID-19 positive test in the past 90 days.
- The surge protocol is deactivated and removed from the TK-12 School Exposure Management Plan.

A targeted public health response to contain COVID-19 exposures at a community-level can help maximize the impact of the Los Angeles County Department of Public Health (DPH) COVID-19 response.

Primary and Secondary Schools serving students from Transitional Kindergarten through Grade 12 (TK-12 Schools) are trusted community partners that can help DPH improve the timeliness and impact of the Public Health response through rapid initiation of a COVID-19 Exposure Management Plan (EMP). Immediate implementation of an EMP when a single case of COVID-19 is identified at a school can accelerate the ability to contain the spread of infection and prevent outbreaks from occurring.

The steps for managing exposures to 1, 2, and 3 or more COVID-19 cases at TK-12 Schools are described below and summarized in Appendix A. Because TK-12 Schools will vary in the level of resources available for COVID-19 exposure management, *required* steps are the minimum elements that must be included in the EMP. *Recommended* steps include optional elements for exposure management where school resources are sufficient. The requirements and recommendations presented are specific to TK-12 instructional and non-instructional facilities serving TK-12 Schools. For the purposes of this plan, the word “School” applies to both TK-12 instructional and non-instructional facilities. Additional resources for TK-12 Schools can be located in the [TK-12 School COVID-19 Toolkit](#).

Exposure Management Planning Prior to Identifying 1 COVID-19 Case at School

- ❑ *Required:* A designated School COVID-19 Compliance Officer that is responsible for establishing and enforcing all COVID-19 prevention and exposure management protocols and ensuring that staff and students receive education about COVID-19. A designated COVID-19 Compliance Officer who serves as a liaison to DPH for sharing site-level information to facilitate public health action.
- ❑ *Required:* A plan for all students, employees, and visitors who (1) have symptoms consistent with COVID-19, (2) are quarantined because of exposures at school, or (3) are at a school with an active public health investigation to have access to testing or be tested for COVID-19.
- ❑ *Required:* A plan to report all known COVID-19 hospitalizations and/or deaths among students or staff to DPH by sending a notification to [ACDC-Education@ ph.lacounty.gov](mailto:ACDC-Education@ph.lacounty.gov).
- ❑ **Recommended:** Seating charts in classrooms and participant rosters for students and staff participating in school extracurricular programs to facilitate identification of close contacts of persons with COVID-19 at the school.
- ❑ *Recommended:* If a school elects to implement an asymptomatic screening testing program, staff and students that are not fully vaccinated should be prioritized for regular testing as an important part of identifying infections early to prevent transmission on campus. Based on the current level of community transmission, fully vaccinated individuals may be considered for asymptomatic screening testing programs if there is sufficient testing capacity. School screening testing programs should use an FDA-authorized viral COVID-19 test, including a Nucleic Acid Amplification Test (NAAT, such as PCR) or an Antigen test, that is collected and performed in a healthcare setting or certified testing site. An FDA-authorized Over-the-Counter test (or at-home test) is acceptable for use in COVID-19 school screening testing programs. Note, unverified Over-the-Counter test results cannot be used to fulfill required testing for school employees under the [California State Health Officer Order](#). program are advised to apply DPH guidance on [Decision Pathways](#) for persons who have not been tested yet for COVID-19 but screen positive for symptoms prior to school entry or while at school.

Exposure Management for 1 COVID-19 Case at School

- ❑ *Required:* After identifying 1 confirmed COVID-19 case on campus, the School Compliance Officer instructs the case to follow Home Isolation Instructions for COVID-19 (ph.lacounty.gov/covidisolation). NOTE: a confirmed COVID-19 case is an individual who has a positive COVID-19 test. Refer to sample [isolation instruction notification](#) (posted on ph.lacounty.gov/EducationToolkitTK12) for a model that can be adapted (see Template #1).
 - Students and staff with COVID-19 can end isolation after Day* 5 ONLY if all of the following criteria are met: 1. A COVID-19 viral test** collected on Day 5 or later is negative, and 2. No fever for at least 24 hours without the use of fever-reducing medicine, and 3. Other symptoms are improving --or-- Isolation can end after Day 10 if both these criteria are met: 1. No fever for at least 24 hours without the use of fever-reducing medicine, and 2. Other symptoms are not present or are improving. *For symptomatic students and staff, Day 0 is the first day of symptoms; Day 1 is the first full day after symptoms develop. For asymptomatic students and staff, Day 0 is the day the first positive test was collected; Day 1 is the first full day after the positive test was collected. **The test must be an FDA authorized viral test (e.g., PCR or Antigen test, including at-home tests). An antigen test is preferred for testing out of isolation.
 - Regardless of when isolation ends, **students with COVID-19 are strongly recommended to wear a highly protective mask** around others, except when eating or drinking, for 10 days after the positive test. Staff with COVID-19 are **required to wear a highly protective mask in the workplace around others, except when eating or drinking, for 10 days after the positive test.** See

ph.lacounty.gov/masks for more information.

- NOTE: For staff, per Cal/OSHA COVID-19 Prevention [Emergency Temporary Standards \(ETS\)](#), testing that is required for employees must be provided by the employer free of charge and during work hours; these tests may not be self-administered or self-read unless they are observed by the employer or an authorized telehealth proctor. Additionally, staff may request masks and respirators from their employer at no cost to staff. See [Wear a Mask and Know your Rights](#) for more information.
- ❑ *Required:* The Compliance Officer works to identify all individuals or all groups in the school with an exposure to the confirmed positive case during their infectious period (Close Contacts).
 - A case is considered to be infectious from 2 days before their symptoms first appeared until their isolation ends, as described in the Home Isolation Instructions for COVID-19 (ph.lacounty.gov/covidisolation). A person with a positive COVID-19 test but no symptoms is considered infectious from 2 days before their test was taken until their isolation ends.
 - Close Contact: An **individual** is considered to have been exposed to a case during the infectious period if at least one of the following criteria are met: (1) being within 6 feet of the infected person for 15 minutes or more over a 24-hour period or (2) having had unprotected contact with the infected person's body fluids and/or secretions of a person with confirmed COVID-19 (e.g., being coughed or sneezed on, sharing utensils or saliva, or providing care without using appropriate protective equipment). A **group** is considered to have been exposed to a case during the infectious period if they shared the same indoor airspace at school with the infected person for 15 minutes or more over a 24-hour period.
- ❑ *Required:* The School Compliance Officer must notify DPH of employees, children, and visitors with confirmed COVID-19 who were on campus at any point within the 14 days prior to the illness onset date (school-associated case).
- ❑ *Required:* All school-associated COVID-19 cases should be reported online through the secure web application: <http://www.redcap.link/lacdph.educationsector.covidreport>. If online reporting is not possible, reporting can be done manually by downloading and completing the [COVID-19 Case and Contact Line List for the Education Sector](#) and sending it to [ACDC-Education@ ph.lacounty.gov](mailto:ACDC-Education@ph.lacounty.gov). All case notifications should be submitted within 1 business day of being notified of the case.
 - Schools that need assistance on COVID-19 case reporting or other exposure management processes can call the TK-12 School COVID-19 Case Reporting Call Center, Monday through Friday from 8:00AM to 5:00PM. School administrators that do not have the Call Center number should contact ACDC-Education@ph.lacounty.gov for the number.
- ❑ *Required:* All individuals with a known exposure (identified through individual contact tracing) or groups with a potential exposure (identified through group tracing) to a COVID-19 positive case at school are notified by the School Compliance Officer of the exposure. Group tracing and individual contact tracing are described in more detail below.

Group tracing (applicable to students)

- Group tracing is an approach that allows for a quick and broad response to cases identified in school settings through prompt notification of groups who were potentially exposed to a known COVID-19 positive case. Potentially exposed groups are permitted to remain in school, with **strong recommendations** for testing and masking. Group tracing is the preferred approach for responding to exposures over individual contact tracing as it will minimize disruptions to in-person learning.

- Schools may apply group tracing for groups of students who spent more than a cumulative total of 15 minutes within a 24-hour period in a shared indoor airspace at school (including classrooms, locker rooms, shared transportation, etc.) with a known COVID-19 positive case during their infectious period.
- Under this approach, notification will occur to all members of relevant groups in which exposure occurred (e.g., classmates, teammates, cohorts), informing them of a potential exposure and required actions. Refer to sample [group tracing exposure notification letter](#) (posted on ph.lacounty.gov/EducationToolkitTK12) for a model that can be adapted (see Template #3).
- All students in the identified 'exposed group' may remain in school and participate in all school activities during the quarantine period provided they are asymptomatic and meet the requirements below:
 - **Students in the group** are **strongly recommended** to test once in the 10 days after the last exposure date, preferably between days 3 and 5 where possible. The exception is students who had a positive COVID-19 test in the past 90 days; these students are exempt from testing.
 - **Students in the group**, regardless of vaccination status or previous infection, are **strongly recommended** to remain fully masked indoors and outdoors, unless actively eating or drinking, when around others through day 10 after their last exposure date. Eating and drinking should happen distanced from others.

Individual contact tracing (applicable to students and staff)

- Individual contact tracing is the traditional approach for managing exposures at school and remains as an option for schools that can identify and notify individuals who had close contact to a known COVID-19 positive case during their infectious period.
- In this approach individual students and staff who spent more than a cumulative total of 15 minutes over 24 hours within 6 feet of a known positive case at school during their infectious period are identified as close contacts to the infected person.
- Schools notify close contacts of the required action for them to take during the quarantine period, including an option for students to participate in modified quarantine if criteria are met (details provided below). Refer to sample [individual exposure notification letter](#) (posted on ph.lacounty.gov/EducationToolkitTK12) for a model that can be adapted (see Template #2).
- DPH will coordinate with the school to contact persons who are identified as having had close contact with the school-associated case(s) to gather additional information and provide guidance on testing and quarantine.

Action for close contacts who are required to quarantine*

- The following close contacts are required to quarantine:
 - Students and staff who are not [fully vaccinated](#)
 - Staff who are [fully vaccinated](#) but not boosted, if eligible**

*Asymptomatic students and staff close contacts who were previously infected with SARS-CoV-2 within the last 90 days are not required to quarantine and exempt from testing, regardless of vaccination status.

** Asymptomatic fully vaccinated staff who are close contacts and not boosted (if eligible) may remain on site at the workplace (school) during the quarantine period, however they are **required** to test* once within 3-5 days after the last exposure date. Requirement to quarantine continues to apply to all settings other than the workplace as outlined in the immediate section below. This guidance is outlined in Cal/OSHA COVID-19 Prevention [Emergency Temporary Standards](#) (ETS).

- Close contacts who are required to quarantine must self-quarantine (stay in their home or another residence, separate from others) and monitor for symptoms as outlined in [Quarantine and Other Instructions for Close Contacts](#). As long as symptoms of COVID-19 are not present, they may end quarantine either:
 - After 10 full days have passed from their last known contact to the infectious case (as defined above). Activities may resume starting on Day 11 provided they are asymptomatic; OR
 - After 5 full days have passed from their last known contact to the infectious case if they have a negative viral test result from a specimen collected on Day 5 from the date of last exposure to the case. Activities may resume starting on Day 6. The test must be an FDA-authorized viral COVID-19 test (e.g., NAAT or Antigen test, including at-home tests). If the test is positive, follow Home Isolation Instructions for COVID-19 (ph.lacounty.gov/covidisolation). NOTE: For staff, per Cal/OSHA COVID-19 Prevention [Emergency Temporary Standards](#) (ETS), testing that is required for employees must be provided by the employer free of charge and during work hours; these tests may not be self-administered or self-read unless they are observed by the employer or an authorized telehealth proctor.
- Regardless of when quarantine ends, student close contacts must continue to monitor their health and are **strongly recommended** to wear a [highly protective mask](#) around others, except when eating or drinking, for 10 days after the last date of exposure. Staff close contacts are **required** to wear a [highly protective mask](#) in the workplace around others, except when eating or drinking, for 10 days after the last date of exposure. See ph.lacounty.gov/masks for more information. Staff may request masks and respirators from their employer at no cost to staff. See [Wear a Mask and Know your Rights](#) for more information. If symptoms develop, test using an FDA-authorized viral COVID-19 test and stay home. If the test is positive, follow Home Isolation Instructions for COVID-19 (ph.lacounty.gov/covidisolation).
- *Modified quarantine option for students who are not fully vaccinated.*

Schools have the option of permitting student close contacts who are not fully vaccinated and had a mask-on-mask exposure at school to continue to take part in all school activities, including sports and extracurricular activities, if the specific criteria below are met. If these criteria cannot be met, then the exposed student must remain in [home quarantine](#) as outlined above.

- (1) The exposure was to a person with a COVID-19 diagnosis in any school setting where students are supervised by school staff (indoors, outdoors, or on school buses).
- (2) The exposed student remains asymptomatic.
- (3) The exposed student AND the person with a COVID-19 diagnosis MUST have each worn a mask consistently and correctly during the entire exposure period. This

includes any outdoor exposures. Prior to applying modified quarantine, verification is required of mask-to-mask exposure between the person with a COVID-19 diagnosis and the exposed student. School Administrators must keep records of this verification and provide to Public Health upon request.

- (4) In school outbreak sites, students with an outbreak exposure who are not fully vaccinated may, at the direction of the Department of Public Health, be required to fully quarantine at home. They may be released after Day 5, if they have a negative viral test result from a specimen collected on Day 5 from the date of last exposure to a confirmed COVID-19 case in the outbreak, provided they remain without symptoms. Note: in outbreak sites, the quarantine period may be extended by Public Health for additional days to help control transmission risk.
- (5) Students under modified quarantine are still subject to the [Health Officer Quarantine Order](#) and must stay at home for the duration of quarantine, except for in-person instruction.
- (6) Students under modified quarantine are **strongly recommended** to wear a mask indoors and outdoors and on school buses, while at school. The exception is for eating and drinking, where they must be at least 6 feet away from other students and preferably outdoors.
- (7) Students under modified quarantine **are strongly recommended to** be tested at least once weekly, preferably on or around Day 5. Whenever possible, these students should be tested twice weekly using an FDA-authorized viral COVID-19 test (e.g., PCR or Antigen) in a healthcare setting or certified testing site or an FDA-authorized Over-the-Counter test. When possible, the first test specimen should be collected immediately after notification of exposure and the second test specimen be collected on or after Day 5 from the date of last exposure. Students may be released from quarantine after Day 5 from the date of last exposure if a test specimen is collected on Day 5, the test is negative, and the student remains without symptoms. If released from quarantine after Day 5, exposed students **should** continue to monitor their health and mask at all times (indoors, outdoors, and on school buses) for 10 days from the date of last exposure. If symptoms develop, the student should test using an FDA-authorized viral COVID-19 test and stay home. If the test is positive, follow Home Isolation Instructions for COVID-19 (ph.lacounty.gov/covidisolation).

Action for identified close contacts who are not required to quarantine*

- The following close contacts are not required to quarantine provided they remain asymptomatic:
 - Students who are **fully vaccinated**
 - Staff who are **fully vaccinated** and not eligible for a booster
 - Staff who are **fully vaccinated** and boosted, if eligible
- *Asymptomatic students and staff close contacts who were previously infected with SARS-CoV-2 within the last 90 days are not required to quarantine and exempt from testing, regardless of vaccination status.
- Close contacts who are not required to quarantine may remain in school provided they monitor for symptoms. It is **strongly recommended** that they wear a **highly protective mask** around

others, except when eating or drinking, for 10 days after the last date of exposure. Staff close contacts are **required** to wear a [highly protective mask](#) in the workplace around others, except when eating or drinking, for 10 days after the last date of exposure. See ph.lacounty.gov/masks for more information. Staff may request masks and respirators from their employer at no cost to staff. See [Wear a Mask and Know your Rights](#) for more information. If symptoms develop, test using an FDA-authorized viral COVID-19 test and stay home. If the test is positive, follow Home Isolation Instructions for COVID-19 (ph.lacounty.gov/covidisolation).

- If testing resources are available, **close contacts who are not required to quarantine** can be tested with an FDA-authorized viral COVID-19 test (e.g., PCR or Antigen test, including at-home tests) at least once during the 10-day period after the last date of exposure. Note: exposed staff who are fully vaccinated and not boosted (if eligible) are required to test between Days 3 and 5 of their last exposure to remain in school. Per Cal/OSHA COVID-19 Prevention [Emergency Temporary Standards](#) (ETS), testing that is required for employees **to return to work** must be provided free of charge and during work hours; these tests may not be self-administered or self-read unless they are observed by the employer or an authorized telehealth proctor. [See Cal-OSHA Testing FAQs](#) to learn more.
- ❑ **Required:** Schools are required to have a plan to facilitate COVID-19 response testing for persons who have an exposure at school. Staff and students who are tested must inform the school of the test results. Testing resources include: School Testing Programs, Employee Health Services or Occupational Health Services, Student Health Center, Personal Healthcare Providers, LA City and County Testing Sites: covid19.lacounty.gov/testing, and [Community-Based Testing Sites](#) (local health centers and pharmacies). Individuals who need assistance finding a medical provider can call the LA County Information line 2-1-1, which is available 24/7.
- ❑ **Required:** Employees with a campus exposure should follow guidance outlined in Cal/OSHA COVID-19 Prevention [Emergency Temporary Standards Isolation and Quarantine section](#). However if an employee's quarantine period ends before they meet [Cal/OSHA's criteria for return-to-work](#), they may return to the Worksite(s) as soon as they have cleared quarantine per the [Health Officer Quarantine Order](#). A summary of requirements is provided in the Public Health guidance document on [Responding to COVID-19 in the Workplace](#). Per Cal/OSHA ETS, testing that is required for employees must be provided by the employer free of charge and during work hours; these tests may not be self-administered or self-read unless they are observed by the employer or an authorized telehealth proctor.
- ❑ **Recommended:** The School Compliance Officer will determine whether additional notification is needed to inform the wider school community about the school exposure and precautions being taken to prevent spread of COVID-19. Refer to sample [general notification letter](#) (posted on ph.lacounty.gov/EducationToolkitTK12) for a model that can be adapted (see Template #4).

Exposure Management for 2 COVID-19 Cases at School within a 14-day Period

- ❑ **Required:** After identifying 2 confirmed cases within a 14-day period, the school follows the *required* steps for 1 confirmed case.
- ❑ **Recommended:** The School Compliance Officer consults with Public Health to determine whether the 2 cases are epidemiologically linked, meaning that the two affected individuals were both present at some point in the same setting during the same time period while either or both were infectious.* Schools should contact DPH for assistance in determining whether cases are epidemiologically linked by emailing ACDC-Education@ph.lacounty.gov or by calling the TK-12 School COVID-19 Case Reporting Call Center.

**A case is considered to be infectious from 2 days before symptoms first appeared until isolation ends. A person with a positive COVID-19 test but no symptoms is considered to be infectious from 2 days before their test was taken until isolation ends.*

Determination of epidemiological links between cases may require further investigation to assess exposure history and identify all possible locations and persons that may have been exposed to the case while infectious at the site. NOTE: Epidemiologically linked cases include persons with identifiable connections to each other such as sharing a physical space (e.g., in a classroom, school event, sports team, other extracurricular activities, school transportation, office site), indicating a higher likelihood of linked spread of disease in that setting rather than sporadic transmission from the broader community. If epidemiological links exist, DPH will advise the school on important steps to take and communications to students and employees on precautions to take to prevent further spread at the school, including implementation of site- specific interventions for infection control.

Exposure Management for ≥ 3 COVID-19 Cases at School within a 14-day Period

- ❑ **Required:** If the school identifies a cluster of 3 or more confirmed cases within a 14-day period, the school should proceed with the following steps:
 - Report the cluster immediately to DPH by calling the TK-12 School COVID-19 Case Reporting Call Center or by submitting a report online at: <http://www.redcap.link/lacdph.educationsector.covidreport>. If online reporting is not possible, reporting can be done manually by downloading and completing the [COVID-19 Case and Contact Line List for the Education Sector](#) and sending it to ACDC-Education@ph.lacounty.gov.
 - Outbreak Criteria: At least 3 confirmed cases of COVID-19 within a 14-day period of each other in a specified group* with members who are epidemiologically linked, do not share a household, and are not a close contact of each other outside of the campus.

*Specified groups include persons that share a common membership at school (e.g., classroom, school event, sport teams, other school extracurricular activities, school transportation, office site). Epidemiological links require the infected persons to have been present at some point in the same setting during the same time period while infectious.
 - NOTE: For overnight camps, a “household cohort” means cabinmates (campers and staff) who are staying together in a cabin, bunkhouse, or similar space. Additional guidance regarding overnight camps is located in the [Reopening Protocol for Overnight Organized/Children’s Camps: Appendix K-1](#).
 - If outbreak criteria are not met, DPH will advise the school to continue with routine exposure management.
 - If outbreak criteria are met and DPH recommends an outbreak response, DPH will notify the school that an outbreak investigation has been activated and a public health investigator will communicate directly with the school to coordinate the response.

Appendix A: Steps for Managing Exposures to COVID-19 Cases at School

<p>1 Case</p>	<ol style="list-style-type: none"> 1) <i>Required:</i> School notifies case to follow isolation instructions. 2) <i>Required:</i> School works with DPH to identify school contacts. Schools can call the TK-12 School COVID-19 Case Reporting Call Center for assistance with identification of close contacts and exposure management. 3) <i>Required:</i> School identifies and notifies school contacts of exposure using an individual contact tracing option or group tracing option. 4) <i>Required:</i> School submits a report to DPH with information on the confirmed case. 5) <i>Recommended:</i> School sends general notification to inform the school community of the school exposure and precautions taken to prevent spread.
<p>2 Cases</p>	<ol style="list-style-type: none"> 1) <i>Required:</i> Follow required steps for 1 confirmed case. 2) <i>Recommended:</i> If the 2 cases occurred within 14 days of each other, <i>school consults with DPH to determine whether the cases have epidemiological (epi) links.</i> If epi links exist, school implements additional infection control measures. Schools can call the TK-12 School COVID-19 Case Reporting Call Center or email: ACDC-Education@ph.lacounty.gov for assistance in determining whether cases have epidemiological links.
<p>3+ Cases</p>	<ol style="list-style-type: none"> 1) <i>Required:</i> If a cluster of 3 or more cases occurred within 14 days of each other, the school immediately notifies DPH by calling the TK-12 School COVID-19 Case Reporting Call Center or reporting online at: http://www.redcap.link/lacdph.educationsector.covidreport. 2) <i>Required:</i> DPH determines if the outbreak criteria have been met. If a DPH outbreak investigation is activated, a public health investigator will contact the school to coordinate the outbreak investigation.