

REPORTING CHAIN: Confirmed COVID-19 infections among employees/students of OVGU

STUDENTS and GUESTS of OVGU

EMPLOYEES of OVGU

Report immediately to

PRESIDENT'S OFFICE

by email to corona@ovgu.de

DEPARTMENT of Human Resources (K2)

by email to corona@ovgu.de

Provide the following data:

1. Last name, first name, telephone number
2. Subject area/department/faculty/degree program
3. Date of test
4. List of all contacts in the university within a period of 2 days prior to the test or appearance of symptoms (Last name, first name, department, telephone number)
5. Which public health department has responsibility? Which measures have been mandated?

PRESIDENT'S OFFICE notifies

- a) Occupational Health and Safety K43
- b) Informing of possible contacts within the module by OVGU & where necessary decoding of contact details

K2 notifies

- a) Contacts¹ within the area of responsibility
- b) Management in any other potentially affected subject areas/departments
- c) Occupational Health and Safety K43

- Reduce contact to other students/lecturers
- Follow public health department's instructions/quarantine measures

- Notify K51 for management to instigate cleaning/area disinfection
- Reduce contact to other employees
- Arrange for remote working
- Follow public health department's instructions/quarantine measures

BEFORE returning to place of work

- a) Public health department must have issued instructions to lift quarantine measures
- b) Infected persons and contacts must make contact with the Dean's office / managers

¹ Definition of contacts as per the Robert Koch Institute (RKI)

According to the RKI, contacts are those persons with a defined contact with an infected person within the period from 2 days prior to appearance of the initial symptoms in the infected person.

1. **Category I contacts** with close contact (higher infection risk): including

- Persons with a total of at least 15 minutes of face-to-face contact, for example in the context of a conversation. This includes, for example, people who live together in the same household,
- people with direct contact to secretions or bodily fluids, especially the respiratory secretions of a confirmed COVID-19 case, such as kissing, contact with vomit, mouth-to-mouth resuscitation, being coughed or sneezed on, etc.,
- persons who, following a risk assessment by the public health department, have with a high degree of probability been exposed to a relevant concentration of aerosols (e.g. indoor celebrations, singing or sports).

2. **Category II contacts** (lower infection risk):

Examples of circumstances:

- People who have spent time in the same room as a confirmed COVID-19 case, e.g. classroom, workplace, who did not, however, have a cumulative total of at least 15 minutes of face-to-face contact with the COVID-19 case, family members who have not had at least 15 minutes of face-to-face (or conversational) contact.