

# IN THE EVENT OF A CONFIRMED COVID-19 CASE

## SHOULD SOMEONE IN YOUR RESEARCH GROUP HAVE SYMPTOMS OR TEST POSITIVE FOR COVID-19

Immediately notify the following:

- Department Chair or Unit Administrator
- Environmental Health & Safety (EHS)
  - [ehs@msu.edu](mailto:ehs@msu.edu)
  - 517-355-0153
- University Physician
  - [uphys@msu.edu](mailto:uphys@msu.edu)
  - 517-353-8933

Report the following information to University Physician:

- Work history including the hours worked over the past week
- Description of work environment
- List co-workers in the same lab and office space

### Contact Tracing:

Local county health departments in conjunction with the Office of the University Physician are currently conducting all contact tracing. Only potential close contacts will be notified of a co-worker's positive COVID-19 test result. **Those co-workers meeting the definition of a close contact will be contacted and be instructed to quarantine at home and monitor for symptoms for 2 weeks.**

### Disinfection of laboratory and office space

#### Department Chair or Unit Supervisor

Contact EHS to obtain appropriate disinfection procedures:

Jamie Willard – Smith, Biosafety Officer at EHS: 517-881-2760 or [cherryme@msu.edu](mailto:cherryme@msu.edu)

Inform building occupants of cleaning and disinfection to reduce concerns.

In some instances, it may be necessary for EHS to contact a contractor to disinfect. A part of a building or area may be temporarily closed to personnel until deep cleaning and disinfection is completed.