

BCBP COVID Quick Protocols Checklist

Based on CDC guidelines of Dec 27, 2021 and current TAMU Covid Procols

PI receives call or email from a lab member saying they have symptoms consistent with COVID, have tested positive for COVID, or have been in close contact with someone with symptoms/tested positive.

1. **Immediately advise individual to stay away** from the office or lab
2. Have them **get a COVID test and report their COVID test results back to you**

If they have symptoms, but test negative for COVID

- Isolate until symptoms improve and they are fever-free for 24 hours without medication

If someone tests positive for COVID-19 (regardless of vaccination status)

- Stay home for 5 days.
- Can return to work after 5 days if fever-free for 24 hours without medication, but should continue to wear a mask around others for 5 additional days

If they have been exposed to someone with COVID-19

- If they are fully immunized and boosted,
 - They do not need to quarantine
 - But wear mask around others for 10 days and test on day 5, if possible
- If they are unvaccinated or vaccinated but not boosted
 - Stay home for 5 days.
 - Can return to work after 5 days if fever-free for 24 hours without medication, but should continue to wear a mask around others for 5 additional days

3. Ask if they were **around anyone for longer than 15 minutes and closer than 6'** during the last 48 hours. Potentially exposed personnel **also** need a COVID test and to follow the guidelines above.
4. **Have them self-report if they receive a positive confirmed laboratory test.** The link is on the BCBP website. [The online form.](#)
5. **PI must immediately close down the lab and notify all lab personnel.**
6. **PI emails Department Head** regarding what they know about the incident.
7. **If the person comes back with a positive confirmed laboratory test, PI must file a report** through the university website (on homepage of BCBP website)
8. **PI informs Sherry Coronado** (s-coronado@tamu.edu).
9. **PI informs Terry Lovingshimer** (do not have to tell him the names - he will coordinate extra cleaning)
10. PI or designate must **clean the affected lab** space using BSL-2 guidelines before that space can be re-occupied. See section 5.13 of <https://rcb.tamu.edu/biohazards/biosafety-manual>
 - Wear a lab coat and gloves and wipe down benches, lab furniture, micropipettes, and other frequently touched items with an approved cleaner, e.g. Triad III from stockroom or 70% ethanol. Focus on places in contact with person suspected to have or have been exposed to COVID.
 - Remove and replace any plastic wrap coverings over computers etc.
11. **PI notifies lab personnel that they may return to the lab 24-hours after the cleaning** has taken place, except anyone who needs to quarantine.

12. Report any updates to Department Head.

Instructor Exposure to COVID-19

An instructor, including a teaching assistant, who is self-quarantining or self-isolating should submit the reporting form and:

- If at all possible, identify another instructor or teaching assistant to cover their instructional duties

OR

Send a notification to their department head and students that they will temporarily switch to remote class delivery for up to two weeks. The department head should acknowledge and send to the [Vice President for Enrollment and Academic Services](#) and copy the dean