



COVID Response Team (CRT)

		<p style="text-align: center;">CRT: Steering Committee Chancellor's Cabinet Judy Miner, Bernadine Chuck Fong, Lloyd Holmes, Susan Cheu, Myisha Washington, Joe Moreau, Danny Acosta Others as Needed</p>				
			Operations Decision: Closed/Continue/Modify			
			Communications to District (Chancellor)			
			Program/Department/Course Decision: Open/Closed/Modified			
			Response Protocols and Planning			
			<p style="text-align: center;">Health Status Reporting: Exposure Summary (not to include confidential information): Central Repository and Recordkeeping. Running tally of actions taken to date. Include separate standard update for each incident that is posted on the Chancellor's page. TBD as this evolves.</p>			
			<p style="text-align: center;">County Reporting Coordination Team District Danny Acosta, and Myisha Washington/Elizabeth Folck (EEs) or CS VC/Director</p>	<p style="text-align: center;">County Reporting Coordination Team Foothill Danny Acosta, and Myisha Washington/Elizabeth Folck (EEs) or Campus VP</p>	<p style="text-align: center;">County Reporting Coordination Team De Anza Danny Acosta, and Myisha Washington/Elizabeth Folck (EEs) or Campus VP</p>	



			(Volunteers and Start Only for Guest or Contractor)	(Volunteers and Start Only for Guest or Contractor)	(Volunteers and Start Only for Guest or Contractor)			
				Students: Alan McClintick, Teresa Ong, Laurie Scolari, Leticia Maldonado, Rebecca Ryan	Students: Campus Health Manager, Rosafel Adriano Nogra			
Follow up and Coordination; Ensures Completion (Participants as Needed)			CRT: Coordination Team DISTRICT Myisha Washington Becky Bartindale Chin Shih Sharon Luciw Joel Cadiz Todd Nelson Danny Acosta Raquel Puentes-Griffith Elizabeth Folck	CRT: Coordination Team FOOTHILL Laurie Scolari Bret Watson Teresa Ong Alan McClintick Leticia Maldonado Rebecca Ryan Follow up with campus	CRT: Coordination Team DE ANZA Christina Espinosa- Pieb Rob Mieso Pam Grey Rosafel Adriano Nogra Follow up with campus			



START POINT Exposure Notification: COVID+ or Symptoms	EMPLOYEE			STUDENT		CONTRACTOR/GUEST/VOLUNTEERS		
	District	Foothill	De Anza	Foothill	De Anza	District	Foothill	De Anza
Notice to Steering Team and Review of Exposure Report. If remote worker, ask them to report via the Health Status Reporting App. Alt: admin will initiate report if individual is unable.	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA
Exposure Report: Name, Status (+/Symptoms), Date of Report, Date of Exposure, ... APP PROVIDES: Health Status reporting by the individual, auto notifies supervisor, Coor Team Mbr initiate contract trace, if any, then create contact trace incident, log contact info,	Elizabeth Folck (Alt Myisha Washington)	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA
Notification to Individual re Isolation/Medical Follow-up/Leave Options	Elizabeth Folck (Alt Myisha Washington)	Elizabeth Folck (Alt Myisha Washington)	Elizabeth Folck (Alt Myisha Washington)	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA



Contact Tracing and Recordkeeping. Provided by the App.	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA
Notification to Affected Contacts: Isolation, Medical Follow Up, Leave Options Employee Info CONFIDENTIAL	Elizabeth Folck (Alt Myisha Washington)	Elizabeth Folck (Alt Myisha Washington)	Elizabeth Folck (Alt Myisha Washington)					
Notification to Affected Contacts: Isolation, Medical Follow-up, Course Options Students, Contractor/Guest Info CONFIDENTIAL				Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA
Negotiation/Discussion with Unions (as needed): Incidents, Leave Provisions, etc.	Patricia Hyland Myisha Washington	Patricia Hyland Myisha Washington	Patricia Hyland Myisha Washington					
Report to SCCPH Dept. PER COUNTY GUIDELINES via Shared Portal for Outbreak Tracking (SPOT) (Follow-Up with Susan)	Coordination Team DISTRICT	Coordination Team DISTRICT	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA



Cleaning Response: Contractor or FHDA Staff, Scheduling (Will be Case Specific. Close space for 24 hours if warranted.) Coordinate between campus and CS as needed.	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team – FOOTHILL and DISTRICT	Coordination Team DE ANZA	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA
Communications to Campus/CS (if any)	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA
Costs Covered By Backfill with CARES/other dollars as available.	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team FOOTHILL	Coordination Team DE ANZA	Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA
Training – Coordination Team SEE TRAINING CHART and APP	Pat Hyland Myisha Washington	Pat Hyland Myisha Washington	Pat Hyland Myisha Washington					
Training – Admin, Supervisors, Faculty Notification procedures, monitoring health status, SEE TRAINING CHART	Pat Hyland Myisha Washington	Pat Hyland Myisha Washington	Pat Hyland Myisha Washington					
Training – All Employees REQUIRED BY OSHA, SCCPH, CDC SEE TRAINING CHART	Pat Hyland Myisha Washington	Pat Hyland Myisha Washington	Pat Hyland Myisha Washington					
Training – Students				Coordination Team	Coordination Team			



CAMPUSES TO DEVELOP				FOOTHILL	DE ANZA			
Training – Contractor/Guest (Volunteers are welcome attend the Employee training)						Coordination Team DISTRICT	Coordination Team FOOTHILL	Coordination Team DE ANZA