

University of Pennsylvania
Procedures for Suspected or Confirmed COVID-19 Exposures
<https://research.upenn.edu/resources/resumption/#exposure>

This guidance pertains to the response to a suspected or confirmed exposure to COVID-19.

In the event of a suspected or confirmed infection by COVID-19 the following precautions must be taken. These actions are aimed at limiting the transmission of infection and survival of the novel coronavirus in key environments. These recommendations are adapted from the [CDC guidelines](#) focused on community, non-healthcare facilities (e.g., schools, institutions of higher education, offices, daycare centers and businesses) and will be updated as more information is available.

If you feel any symptoms of infection (i.e., fever, cough, or shortness of breath), immediately self-isolate and inform your supervisor. The supervisor notified should contact Environmental Health and Radiation Safety, with notice to Human Resources, for advice regarding testing, contact tracing, and disinfection.

Suspected COVID-19

Begin enhanced health monitoring including temperature screening each morning. Contact Environmental Health and Radiation Safety at (215) 898-4453, which does contact tracing for campus faculty and staff. Student contact tracing is conducted by Student Health (215) 898-4453, which does contact tracing for campus faculty and staff. Student contact tracing is conducted by Campus Health (215)746-3535.

Notify Housekeeping for enhanced cleaning outside the laboratory. Cleaning should include areas used by the ill lab worker including all restrooms, interior high contact surfaces such as door handles/knobs/crashbars, light switches, elevators, bottle fill stations and building entrances.

Lab workers should clean all lab surfaces with products that are EPA-approved for use against the virus that causes COVID-19. A list of products is available [here](#). Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time). Clean handles for sinks, DI water systems, cabinets (including acid and flammable liquid), fume hood sashes, lab benches, phones, freezer and incubator doors.

Launder employee lab coat. Disinfect employee safety glasses, face shields, keyboards and books (including lab notebooks) used by the employee.

Confirmed COVID-19

Restrict access to lab until FRES arranges for enhanced cleaning of lab and areas outside the lab and EHRS has been contacted to provide support related to contact tracing and close contact.

<https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>