

COVID-19 Guidelines

The purpose of these guidelines is to establish procedures for faculty, staff, students, and visitors on Austin Peay State University campus and sponsored events during the COVID-19 pandemic. These guidelines are approved and revised at the discretion of the President of Austin Peay State University.

Definitions

COVID-19: A human disease condition caused by novel coronavirus. People with COVID-19 have a wide range of symptoms ranging from no observable symptoms, mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. The Centers for Disease Control and Prevention (CDC) have identified the following symptoms as possible indications of COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

This list does not include all possible symptoms and may be updated by the CDC.

Currently there are two types of diagnostic tests available widely to the public which detect the virus – molecular tests, such as *PCR* tests, that detect the virus’s genetic material, and *antigen* (aka rapid) tests that detect specific proteins on the surface of the virus.

Antigen tests usually provide results diagnosing an active coronavirus infection faster than molecular tests, but antigen tests have a higher chance of missing an active infection. If an antigen test shows a negative result indicating that you do not have an active coronavirus infection, your health care provider may order a PCR test to confirm the result.

Accordingly, the Centers for Disease Control (CDC) recommends anyone who obtains a negative antigen (rapid) test be retested using PCR methods to confirm their results.

PCR testing methods are currently the standard at APSU. The Boyd Health Center and Montgomery County Health Department use PCR tests to ensure accuracy. An antigen (rapid) test should be used *only for symptomatic individuals* as the positive results are usually highly accurate but negative results may need to be confirmed with a PCR test. A molecular, or PCR, test is typically highly accurate and usually does not need to be repeated. Unfortunately, a PCR test may take longer than an antigen (rapid) test to get results.

More information on PCR vs. Antigen testing can be found here at the FDA: [PCR vs Rapid testing](#)

Procedures

Austin Peay State University (APSU) is committed to providing faculty, staff, students, and visitors a safe environment despite the COVID-19 pandemic. As such, APSU will monitor, to the extent possible, on-campus activities to ensure the safety and well-being of individuals as APSU operates responsibly.

I. COVID-19 Guidelines for APSU Employees

- a. Employees must take personal responsibility in following the recommended CDC COVID-19 guidelines.
- b. Employees must be free of any COVID-19 related symptoms to be on campus.
- c. An employee awaiting the results of a COVID-19 test must self-quarantine until the results are known, except when participating in university approved surveillance testing and not presenting symptoms of COVID-19.
- d. Employees must practice social distancing to the greatest extent possible by maintaining a distance of at least six (6) feet between individuals.
- e. An **exposure** is now defined as being six feet or less from someone who has tested positive, for 10 minutes* or more, either cumulatively or consecutively, during a 24-hour period, or has been in direct contact with infectious secretions of a positive COVID-19 case. Medical professionals, first responders, or other individuals who encountered COVID-19 while performing their job duties and wearing appropriate medical PPE are exempted from this definition of **exposure**. If exposed APSU employees must follow the CDC recommended quarantine period or 10 days**, whichever is longer, and seek COVID-19 testing.
 - * *CDC recommends 15 minutes or more but APSU is more conservative with 10 minutes or more to define an exposure.*
 - ** *CDC currently recommends 7-10 days but APSU is more conservative with at least 10 days of quarantine required after an exposure for essential workers or those not able to work from home.*
- f. An employee that has been exposed, quarantined, or showing symptoms of COVID-19 may, depending on the employee's specific circumstances, telework (where applicable and with supervisor permission) or utilize leave as established under Families First Coronavirus Response Act, annual or sick leave, or unpaid leave.
- g. An employee (1) displaying any COVID-19 symptoms, (2) who has met the definition of exposure, or (3) who tests positive for COVID-19 must take the following steps:

- i. Leave campus immediately and seek medical care
 - ii. Receive COVID-19 testing as soon as reasonably possible (if applicable)
 - iii. Quarantine for at least 10 days and follow CDC guidelines
 - iv. Fill out a COVID-19 Self Report form and discuss with their supervisor and HR
 - v. Return to work according to CDC guidelines and in consultation with medical providers and HR
- h. Employees may be required to have their temperatures taken on campus at the beginning of each shift.
- i. Employees must truthfully respond to any prescreening questions, as defined by the State of Tennessee or CDC guidelines, upon arrival to campus. An employee who answers “yes” to any of the prescreening questions will be required to leave campus immediately and seek medical care and/or COVID-19 testing.
- j. Employees must truthfully respond to any contact tracing questions asked by APSU HR or supervisors following an exposure or positive test.
- k. Employees must follow all COVID-19 directives published by APSU including, but not limited to, plans of the APSU COVID-19 Task Force, notices on APSU’s webpage, building and facilities signage, and other publications.

II. COVID-19 Guidelines Related to Students

- a. Students must take personal responsibility in following the recommended CDC COVID-19 guidelines.
- b. Students must be free of any COVID-19 related symptoms to be on campus.
- c. Students must practice social distancing to the greatest extent possible by maintaining a distance of at least six (6) feet between individuals.
- d. An **exposure** is now defined as being six feet or less from someone who has tested positive, for 10 minutes* or more, either cumulatively or consecutively, during a 24-hour period, or has been in direct contact with infectious secretions of a positive COVID-19 case. Medical professionals, first responders, or other individuals who encountered COVID-19 while performing their job duties and wearing appropriate medical PPE are exempted from this definition of **exposure**. If exposed APSU students must follow the CDC recommended quarantine period or 10 days**, whichever is longer, and seek COVID-19 testing.
 - * *CDC recommends 15 minutes or more but APSU is more conservative with 10 minutes or more to define an exposure.*

*** CDC currently recommends 7-10 days but APSU is more conservative with at least 10 days of quarantine required after an exposure for essential workers or those not able to work from home.*

- e. A student displaying any symptoms of COVID-19 must self-quarantine immediately, in an off-campus residence if possible, and call Boyd Health Services at 931-221-7107 to arrange for medical care and/or COVID-19 testing or to seek medical care and/or COVID-19 testing off campus. The student must fill out a COVID-19 Self Reporting Form found on the www.apsu.edu/coronavirus website.
- f. A student awaiting the results of a COVID-19 test will be required to self-quarantine until the results are reported, except when participating in university approved surveillance testing and not presenting symptoms of COVID-19.
- g. Students who test positive for COVID-19 must fill out a COVID-19 Self Reporting Form located at www.apsu.edu/coronavirus and remain in quarantine, in an off-campus residence if possible, until the student is released to return to class, as determined by Boyd Health Services in consultation with CDC guidelines.
- h. Students must truthfully respond to any contact tracing questions asked by APSU officials following an exposure or positive COVID-19 test.
- i. Students must follow all COVID-19 directives published by APSU including, but not limited to, plans of the APSU COVID-19 Task Force, notices on APSU's webpage, building and facilities signage, and other publications.

III. COVID-19 Guidelines Applicable to Employees, Students, and Visitors

- a. Employees, students, visitors, and contractors/vendors are required to wear a cloth or surgical style mask or face covering following the guidelines of the Centers for Disease Control (CDC) in all APSU buildings and are strongly encouraged to wear a cloth or surgical style mask outdoors when closer than six feet apart from another person. The face covering must be worn properly over the nose and mouth. In an effort to keep our community safe, these masks must be worn for the duration of the visit or business on campus.
- b. Remote meetings should be utilized as appropriate to reduce physical interaction.
- c. For business that cannot be conducted remotely, employees, students, and visitors should attempt to schedule appointments with the appropriate department prior to presenting themselves at the department.

- d. Visitors to campus buildings should have a necessary academic/business need that cannot be addressed remotely.

IV. Violation of Guidelines

- a. Any employee who violates these guidelines will be referred to his/her supervisor for appropriate disciplinary action, pursuant to applicable APSU rules and policies, including but not limited to 5:029 Discipline Procedures for Employees and 5:043 Employee Code of Conduct.
- b. Any student who violates these guidelines will be referred to the Dean of Students Office for appropriate disciplinary action, pursuant to applicable APSU rules and policies, including but not limited to 1:013 Student Code of Conduct.