

**University Policy Number: 200.37**  
**POLICY ON COVID-19**

**Responsible Administrator:** Executive Vice President/COO

**Responsible Office:** Office of Human Resources

**Originally Issued:** January 2022

**Revision Date:** May 2025

**Authority:** Office of the President

**POLICY STATEMENT**

It is the policy of Claflin University to reduce the presence and severity of COVID cases on its campus. The federal Public Health Emergency for COVID-19 expired on May 11, 2023. This policy is therefore in accordance with current Centers for Disease Control (CDC) guidance for respiratory viruses which include COVID.

**STATEMENT OF PURPOSE**

The purpose of this policy is to establish guidelines for COVID cases that impact Claflin University.

**APPLICABILITY**

This policy is applicable to Claflin University employees and students as well as contracted employees.

**PROCEDURES**

In the event of a positive COVID-19 test or respiratory viral symptoms, the CDC recommends the following:

- Stay home and away from others.
- Resume normal activities when symptoms are improving, and you are fever-free (without the use of fever medication) for at least 24 hours.

In addition, the CDC recommends taking added precautions for 5 days which can include:

**Medical Care:** See your health care provider when there are medical concerns or if symptoms persist. Always follow the guidance and treatment plan of your medical provider.

**Self-care:** It is noted that self-care precautions are especially important for individuals with a weakened immune system or preexisting health conditions and anyone concerned about exposure to a respiratory virus. Engage in enhanced hygiene practice of handwashing and respiratory care, wear a mask, keep a distance from others, take steps to improve air ventilation at home and consider getting tested for respiratory viruses.

### **NOTIFICATION REGARDING COVID-19 CASES**

**Employees** [University and Contracted]: Claflin University requires employees to promptly notify their immediate supervisor and the Student Health Center when they have tested positive for COVID-19, have been diagnosed with COVID-19 by a licensed healthcare provider, or have been in contact with a person who has tested positive for COVID-19.

**Students:** Claflin University requires students to promptly notify the Student Health Center and the Vice President for Student Development in services when they have tested positive for COVID-19, have been diagnosed with COVID-19 by a licensed healthcare provider, or have been in contact with a person who has tested positive for COVID-19.

### **MEDICAL LEAVE OF ABSENCE**

When necessary, the University will promptly instruct employees to leave the workplace and seek medical care if they test positive for COVID-19 or receive a diagnosis from a licensed healthcare provider. Depending on factors such as their medical condition and job responsibilities, telework may be an option. Employees may return to campus once their COVID-19 test no longer indicates a positive result.

Students who have tested positive for COVID-19 or who have been diagnosed by a licensed healthcare provider and reside within four hours of campus will be sent home. The standard quarantine duration is five days, though a medical practitioner will ultimately determine the exact length. The student may return to campus upon

completion of their quarantine, and they are free of symptoms. People that have tested positive for COVID-19 can have a positive test for as long as 30 days or more. If they are symptomatic and unable to return to school, the student will need to be evaluated by a physician or a practitioner.

### **POLICY REVIEW AND UPDATES**

This policy will be reviewed regularly and updated as necessary to reflect the latest public health guidance as well as the University's needs.