What happens if an Elings Hall researcher receives a positive COVID-19 test result?

**Individual**
- Immediately alert supervisor and cnsi-building@ucsb.edu. Students contact SHS.
- Provide county public health and/or UCSB personnel with data needed for contact tracing.
- Follow doctor’s instructions regarding treatment. Do not return to work until cleared to do so.

**Supervisor/Faculty Advisor**
- Immediately alert your group, appropriate facility staff and CNSI Executive Committee (ExCom), maintaining confidentiality as much as possible.
- Ensure county public health and/or UCSB COVID response team has contacted the Individual above.
- Place lab/equipment on standby, cancel lab access and close lab until cleared by CNSI ExCom and UCSB COVID response team. Work with Building Manager to post signage alerting users of closure and exposure investigation, as needed.

**CNSI ExCom**
- Immediate Response
  - Notify UCSB COVID response team.
  - Gather schedules and door records associated with the affected individual and provide these to UCSB COVID response team.
- Continuing Response
  - Work with PI, EH&S, and COVID response team to develop and execute plan for disinfection and reopening of affected locations.
- Provide updates as appropriate via email and on the CNSI COVID operations website.

For more information, please visit: [https://www.cnsi.ucsb.edu/covid](https://www.cnsi.ucsb.edu/covid)
Executive Committee email: cnsi-building@ucsb.edu

Campus reporting protocols: [https://www.ucsb.edu/COVID-19-information/reporting](https://www.ucsb.edu/COVID-19-information/reporting)
Specifics

- **Supervisor or Other Administrator** gathers:
  - Information regarding person who tested positive for COVID-19:
    - Name, email address, contact phone number
    - Role on campus: student, staff or faculty
    - Department (if faculty or staff)
    - Date of COVID positive test result
    - Date symptoms started
    - Most recent date/time/location on campus
    - Identify buildings from when last on campus
    - Date of exposure to other COVID positive individual (if applicable)
  - List of who has been notified by individual and supervisor or administrator

- **Building Manager** pulls access card activity data for:
  - Person who tested positive
  - Impacted areas

- **Building Liaison** to Campus COVID Team (CCT) gathers and submits:
  - All information above
  - Notification dates and times
  - Documentation of significant actions (meetings, planned facility shutdowns, etc.)
  - Contact information for all individuals who may have been impacted from Building Attestation Forms

- **Building Committee Representative** communicates relevant details/updates to faculty, staff, SEF managers, and building occupants/users, as appropriate.

<table>
<thead>
<tr>
<th>Role</th>
<th>Primary</th>
<th>Backup(s)</th>
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<tbody>
<tr>
<td>Building Manager</td>
<td>Bob Hanson</td>
<td>Holly Woo</td>
</tr>
<tr>
<td>Building Liaison to CCT</td>
<td>Holly Woo</td>
<td>Tal Margalith</td>
</tr>
<tr>
<td>Building Committee Rep</td>
<td>Stephen Wilson</td>
<td>Craig Hawker</td>
</tr>
<tr>
<td>SEF User Notification (FBS)</td>
<td>SEF Managers</td>
<td>Tal Margalith (CNSI FBS), Amanda Strom (MRL FBS), Dan Gianola (MMF)</td>
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