COVID – 19 Testing Process for M1, M2, MSA, Graduate and Pharmacy Students in Didactic Learning at the MCW Milwaukee Campus

**Plan Ahead**

### Set-Up an Account
- Froedtert MyChart

### Familiarize Yourself With MCW Procedures
- What To Do If...

**Feeling Sick/Experiencing Symptoms OR Been Directly Exposed**

1. Contact your primary care physician or go to a testing site.
2. Stay Home and Do Not Attend In-Person Class Sessions.
3. M1/M2 Students: Complete a Request for an Excused Absence (EA) available in BrightSpace if you need to miss a mandatory session or exam/quiz. All other students follow established program procedures for class absences.

**No Symptoms But Want To Participate In the Voluntary MCW COVID-19 Surveillance Testing Program**

1. Schedule a test in PickATime.
2. Attend class as expected.

**Test Result Notification** (may occur in any order)

- Posted in MyChart (Negative and Positive)
- Communicated to Froedtert Internal Occupational Health (IOH)*
- Communicated to local health department*

*All students who test positive will be contacted by (IOH) to discuss exposure which may or may not trigger contact tracing. Students may also be contacted by local health department.

**If You Test Negative**

- No reporting required
- Attend class as expected

**If You Test Positive**

1. Do not come to class or campus.
2. Notify Dr. Jennifer Kusch (Medical Students) and HR-COVID-Hotline@mcw.edu or the identified contact for your program.*
3. Program Notification
   - M1/M2 Students:
     - Notify your Course Directors via email
     - Submit a request for an Excused Absence in BrightSpace stating you have tested positive and are quarantined if you need to miss a mandatory session or exam/quiz. The EA Reviewer, Course Director or Instructor will contact you to discuss your coursework. Class attendance options and assignments will follow established procedures for EA's.
   - MSA, Graduate and Pharmacy students follow established program procedures for class absences.
4. Follow established healthcare protocols and policies as outlined in the What To Do If...

* Intake process will be initiated at this time. Your privacy will be protected and an email will be sent to the instructor/assigned group. See box below.

Sample Email: Distributed by Dr. Kusch ONLY to the Course Directors and the Group the Tested Positive Student is Assigned.

As expected, we are receiving an increase in notifications of COVID-19 exposures in the community. We have recently learned that an MCW student in your assigned group has tested positive for COVID-19 and is currently being treated at a local hospital.

In partnership with the local health department, we have assessed the situation and performed the necessary contact tracing process. Directly exposed individuals, defined as those having had recent direct contact with an individual for more than 15 minutes closer than 6 feet, who have tested positive for COVID-19, have been directed to self-quarantine. If you were not contacted by IOH or the local health department, you did not have a direct exposure.

As you are a member of our teaching faculty or student at MCW-Milwaukee, I wanted to share this news with you directly and let you know we fully support you during this very challenging and critical time. If you are concerned about your safety, please contact me at jkus@mcw.edu.

The COVID-19 response is a fluid and evolving situation. The information, processes and guidelines contained within this document are continuously being evaluated and are subject to change.

Date Created August 3, 2020