COVID – 19 Testing Process for Graduate Students in Didactic Learning at the MCW Milwaukee Campus

1. Plan Ahead
   - Set-Up an Account
     - Froedtert MyChart
   - Familiarize Yourself With MCW Procedures
     - What To Do If...

2. Test
   - 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. Contact the Course Director and/or PI as applicable
   - 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
     3. Monitor any symptom development

3. Report
   - 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 contract 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 Angela Backus and HR-COVID-Hotline@mcw.edu
3. Notify your Program Director and PI via email
4. Follow established healthcare protocols and policies as outlined in the What To Do If...

*Your privacy will be protected and an email will be sent to the course director and fellow students. See box below.

*Intake process will be initiated at this time.

Sample Email: Distributed by the Graduate School ONLY to the Course Directors and students in the course(s) of student that tested positive
As expected, MCW is receiving an increase in notifications of COVID-19 exposures in the community. We have recently learned that an MCW student in your course has tested positive for COVID-19.
In partnership with the local health department, MCW has 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 abackus@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