The West Valley-Mission Community College District (WVMCCD) requires all employees, while at District owned, operated, or controlled facilities, to comply with current Santa Clara County Public Health Orders.

**District Guidelines**

1. All employees must self-check for COVID-19 symptoms via the “WVC Go”, or “Go MC”, phone or internet applications prior to entering campus. Employees must also monitor for the onset of symptoms while on campus and within 48 hours of having been on campus. The health check app will ask five questions:

   i. Are you fully vaccinated, OR have you received a negative COVID-19 test result in the last 3 calendar days?

   ii. Within the last 10 days, have you been diagnosed with COVID-19 or had a test confirming you have the virus?

      If yes, but it has been more than five days since you were diagnosed AND your fever has resolved and other symptoms have improved, AND you took a second COVID test after 5 days that was negative, you can answer no to this question.

   iii. Are you unvaccinated, OR vaccinated and booster eligible but you have not received your booster shot, AND within the last 5 days have had close contact with someone who has tested positive for COVID-19? (Close contact is defined as being within 6 feet for 15 minutes or more within a 24hr period)?

   iv. Regardless of vaccination status, have you had any of the following symptoms today or within the past 3 days: Fever or chills, Cough, Shortness of breath or difficulty breathing, New loss of taste or smell?

   v. Regardless of vaccination status, have you had any of the following symptoms today, or within the past 3 days, that are new or not explained by another reason: Fatigue, Muscle or body aches, Headache, Sore throat, Congestion or runny nose, Nausea, Vomiting, Diarrhea?
2. Upon completion of the daily self-check, the app will display either a green check mark indicating the employee is cleared to enter campus, or a red X indicating they are not cleared to enter campus. If an employee receives a red X they must stay home/go home, call their supervisor by phone to notify them, and seek appropriate medical care and testing.

3. If, sometime after completing the daily self-check and entering campus, an employee:
   
   a. develops one or more symptoms of COVID-19, OR  
   b. receives a positive test result indicating they have COVID-19, OR  
   c. becomes aware of a person in their household having been diagnosed with COVID-19,

   the employee must immediately call their supervisor by phone to notify them, immediately go home, and seek medical care and testing.

4. If an employee:
   
   a. develops one or more symptoms of COVID-19, and has been on campus since symptoms developed or within 48 hours prior to the development of symptoms, OR  
   b. receives a positive test result but has no symptoms, and has been on campus since the positive test sample was collected or within 48 hours prior to the positive test sample being collected,

   the employee must immediately notify their supervisor or manager by phone and immediately submit a COVID-19 Report Form available online at:  
   https://westvalley.formstack.com/forms/covid_19_reporting_form

5. Employees that develop symptoms of COVID-19, test positive for COVID-19, or that are experiencing an ongoing close contact with someone who lives in the employee’s home and that has been diagnosed with COVID-19, must immediately implement and follow the appropriate Santa Clara County Public Health Department Home Isolation or Home Quarantine protocol (see references below).

6. In order to return to work from a COVID-19 related absence, the employee must have completed the appropriate Santa Clara County Public Health Department Home Isolation or Home Quarantine protocol.
Reference Links

West Valley-Mission District COVID-19 Website: https://www.wvm.edu/covid-19/Pages/default.aspx

West Valley-Mission District Isolation and Quarantine Guidance Webpage: https://www.wvm.edu/covid-19/Pages/Isolation-and-Quarantine-Requirements.aspx

Home Isolation and Quarantine Guidelines: https://covid19.sccgov.org/contact-tracing
