

Coronavirus FAQ for Staff: Assisting students with COVID-19

What do I do if a student emails me and says they have COVID-19 symptoms?

- Instruct the student to contact the [Public Health Center](#) (PHC): 308-865-8279.
- Advise the student not to return to class until given instructions by the PHC.
- Encourage the student to communicate with all their professors regarding absences.

What do I do if a student informs me that they have tested positive for COVID-19?

- Instruct the student to contact the [Public Health Center](#) immediately: 308-865-8279 or unkhealth@unk.edu
- Inform the student that they will not be able to return to class without a clearance form from Student Health. The clearance form must be in the possession of the faculty/staff prior to returning.
- Staff should contact the [Public Health Center](#) with any questions.

What if I am asked the name of the student who tested positive?

- Disclosing a student's name is a [HIPAA](#) violation, therefore you are not permitted to announce the student's name. If a student is concerned that they were exposed, direct them to the [Public Health Center](#).

What should I do if I develop symptoms after being near a student who tests positive?

- Contact the [Public Health Center](#) immediately for guidance on next steps: 308-865-8279 or unkhealth@unk.edu

Is testing provided by the Public Health Center and is there a charge?

- Yes. No "Walk-In" testing is currently available. Testing requires an appointment. Contact the Public Health Center if you believe you need a test: 308-865-8279 or unkhealth@unk.edu. Staff will provide guidance about testing options.
- There is no cost in most cases. In some circumstances, there is a \$75 fee.

What if a student tells me they tested positive for Coronavirus and needs accommodations?

- Refer the student to Disability Services to register for temporary accommodations: 308-865-8214, unkdso@unk.edu
- Disability Services will send a letter to notify staff of approved accommodations.

What if a student refuses to wear a mask?

- Remind the student of the COVID campus policy about wearing a mask. If a student continues to refuse, you can ask them to leave the building. If this matter persists, refer the student to the [CARE Team](#).

What leave options exist if the PHC recommends I stay home, and remote work is not an option?

- <https://www.unk.edu/coronavirus/images/nu-emergency-administrative-leave-ffcra-policy.pdf>