## COVID-19 Contacts List and Next Steps

### Positive Case Reporting

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Staff</th>
<th>Student- living on campus</th>
<th>Student- living off campus</th>
</tr>
</thead>
</table>
| • Faculty member should contact:  
  - Provost Office@419.530.1497 or email academicfinanceandfacultyadmin@utoledo.edu  
  - Notify chair of sick leave  
  - Encourage the faculty member to contact their primary care physician or UT Physicians @419.383.5000 or schedule a Telehealth appt.@utmc.utoledo.edu/telemedicine. | • Staff member should contact:  
  - Human Resources@419.530.1497 or email leaveofabsence@utoledo.edu  
  - Notify supervisor of sick leave  
  - Encourage the staff member to contact their primary care physician or UT Physicians @419.383.5000 or schedule a Telehealth appt.@utmc.utoledo.edu/telemedicine. | • Student needs to contact DSA on-call staff member 419.343.9946 or email studentaffairs@utoledo.edu  
  - DSA will contact:  
  - **Housing** to coordinate transfer to Carter, Dining for Dietary needs.  
  - **Disability services** will notify faculty members, and contact student regarding resources,  
  - **Wellness Advocates** will do check-ins. with student. | • Student needs to contact DSA on-call staff member 419.343.9946 or email studentaffairs@utoledo.edu  
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### Additional Contacts
- **Student Housing:** 419.530.2941
- **Student Disability Services:** 419.530.4981
- **Student Advocacy:** 419.530.2471 or rocketresponse@utoledo.edu
- **Main Campus – University Health Center:** 419.530.3451
- **Health Science Campus – Student Health and Wellness Center:** 419.383.5000
- **Counseling Center:** 419.530.2426
- **UT Physicians:** 419.383.5000
- **Telehealth:** utmc.utoledo.edu/telemedicine

### Have Symptoms
- Stay at home or in your room until you can get medical evaluation.
- Contact UTMC for testing of symptomatic: 419.383.4545

**Toledo-Lucas County Health Department** is handling contact tracing for any cases at UT. TLCHD will be in contact with individuals, both if they were a contact that meets the close contact guidelines or if they test positive.

**To be posted on UToledo’s COVID-19 website.**

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COVID-19 Contacts List and Next Steps

**Close Contact Reporting**

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- Telehealth: utmc.utoledo.edu/telemedicine

Faculty/Staff testing for asymptomatic with no positive case contact: direct to UT COVID website, under testing there is a web form link.

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