

# COVID-19 Contacts List and Next Steps

## Positive Case Reporting

| Faculty  | Staff  | Student- living on campus   | Student- living off campus  |
|--|--|---|---|
| <ul style="list-style-type: none"> <li>Faculty member should contact:                             <ul style="list-style-type: none"> <li>Provost Office@ 419.530.1497 or email <a href="mailto:academicfinanceandfacultyadmin@utoledo.edu">academicfinanceandfacultyadmin@utoledo.edu</a></li> </ul> </li> <li>Notify chair of sick leave</li> <li>Encourage the faculty member to contact their primary care physician or UT Physicians @419.383.5000 or schedule a Telehealth appt. @ <a href="mailto:utmc.utoledo.edu/telemedicine">utmc.utoledo.edu/telemedicine</a>.</li> </ul> | <ul style="list-style-type: none"> <li>Staff member should contact:                             <ul style="list-style-type: none"> <li>Human Resources@ 419.530.1497 or email <a href="mailto:leaveofabsence@utoledo.edu">leaveofabsence@utoledo.edu</a></li> </ul> </li> <li>Notify supervisor of sick leave</li> <li>Encourage the staff member to contact their primary care physician or UT Physicians @419.383.5000 or schedule a Telehealth appt. @ <a href="mailto:utmc.utoledo.edu/telemedicine">utmc.utoledo.edu/telemedicine</a>.</li> </ul> | <ul style="list-style-type: none"> <li>Student needs to contact DSA on-call staff member 419.343.9946 or email <a href="mailto:studentaffairs@utoledo.edu">studentaffairs@utoledo.edu</a> <ul style="list-style-type: none"> <li>DSA will contact:</li> <li><b>Housing</b> to coordinate transfer to Carter, Dining for Dietary needs.</li> <li><b>Disability services</b> will notify faculty members, and contact student regarding resources,</li> <li><b>Wellness Advocates</b> will do check-ins.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>Student needs to contact DSA on-call staff member 419.343.9946 or email <a href="mailto:studentaffairs@utoledo.edu">studentaffairs@utoledo.edu</a> <ul style="list-style-type: none"> <li>DSA will contact:</li> <li><b>Disability services</b> will notify faculty members, and contact student regarding resources,</li> <li><b>Wellness Advocates</b> will do check-ins. with student.</li> </ul> </li> </ul> |

## Have Symptoms

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

## Additional Contacts

Student Housing: 419.530.2941

Student Disability Services: 419.530.4981

Student Advocacy: 419.530.2471 or [rocketresponse@utoledo.edu](mailto: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](http://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.

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



# COVID-19 Contacts List and Next Steps

## Close Contact Reporting

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