

The TTC Pandemic Response Plan, prepared by the college's COVID-19 Task Force, and updated and maintained by the college's COVID-19 Response Team, serves as a guide to protect the safety of students and employees. Guidance on health and safety measures to implement are updated frequently by the CDC, and state agencies such as the Governor's Office and SCDHEC. We follow guidance from these sources and modify our plan as needed to reduce the risk of infection from COVID-19. The task force used the three phases in the South Carolina Department of Administration *Re-entry Plan for State Employees* to develop TTC's seven-stage re-entry plan.

Guidelines for All Stages

The college implemented the following guidelines and procedures in accordance with federal, state, and local regulations and guidance, and informed by industry best practices. These procedures change as the college receives new information and guidance. Please check the COVID-19 Updates page in the Portal frequently. Cabinet, along with the COVID-19 Response Team, monitors positive COVID-19 cases on campus on a weekly basis via the report provided by the TTC Environmental Health and Safety Manager, and makes decisions concerning any changes to learning and work environments based on this data.

Training

All employees are required to complete COVID-19 training. This training ([Safety Short: Coronaviruses and COVID-19](#)) is located in Percipio by Skillsoft which is accessed through the Portal. This training is required for full- and part-time employees including adjunct instructors. Please contact Tanya Baham, TTC Environmental Health & Safety Manager, at tanya.baham@tridenttech.edu for any questions concerning this training.

Social distancing and protective equipment

In accordance with CDC guidance published on Feb. 25, the college has updated its mask policy. Effective Tuesday, March 1, masking will be optional on Trident Technical College's campuses and sites. As outlined by the CDC, individuals should consider masking based on their individual risk assessment and COVID-19 community levels, which can be found on the [CDC website](#). Anyone wishing to wear a mask is welcome to continue doing so. Members of the college community must respect an individual's decision to wear a mask. This policy is subject to change at any time based on changes in transmission rates in our area and guidance from federal and state health agencies. The college strongly encourages unvaccinated employees and students to get vaccinated as soon as possible to protect themselves and others.

Social distancing for students – The Division of Education will determine how to adjust class sizes, instructional modes, and schedules to comply with recommended social distancing guidelines. If you work in this division, talk with your supervisor about preparations specific to you and your areas.

Social distancing for employees - Division and department leaders will adapt recommended social distancing guidelines for their own areas.

Sanitation – Facilities will follow sanitation processes in accordance with CDC guidelines.

Use and disinfection of common and high-traffic areas – Common areas and high-traffic areas such as restrooms will be disinfected in accordance with CDC guidelines as needed.

College Related Travel – Effective March 1, 2022, restrictions on college-related travel have been lifted. College-

related travel may resume in accordance with TTC travel procedures 6-1-2 and 6-1-4.

Employees traveling outside the U.S. - The CDC recommends you pay close attention to the situation at your international destination before traveling outside the United States.

Temperature checks – Temperature checks are not feasible for the college as a whole to implement. However, specific areas of the college may be governed by state and federal laws for operating, such as food service areas and the Wellness Center, and therefore may have to implement temperature checks in those areas in accordance with those laws.

Testing, isolating, and contact tracing – The college must maintain the privacy of employee and student health information. COVID-19 self-reporting forms for students and employees are available in Etrieve, and links to both forms are located on the [COVID-19 webpage](#). Employees and students must submit a self-reporting form if they are a close contact, have COVID-19 symptoms or test positive. The form automatically provides the appropriate action to take based on the person’s situation and current procedures. Instructors are notified when a student submits a form, and immediate supervisors are notified when an employee submits a form. The college may provide DHEC with this information. The Environmental Health and Safety Manager is responsible for maintaining the Positive COVID-19 Case database and reports this data to Cabinet and the college on a weekly basis.

Below is a list of procedures and screening tools created and maintained by the COVID-19 Response Team (#COVID19Response).

Employee COVID-19 Reporting and Exposure Procedures - Appendix A

Student COVID-19 Procedure for Testing Positive, Having Exposure, or Experiencing Symptoms – Appendix B

Student Return to Campus Screening Tool – Appendix C

TTC COVID-19 Pre-Campus Attendance Screening Tool – Appendix D

TTC Re-entry Stages:

Stage 1: Campuses closed to public. Public Safety remains.

- Campuses and sites remain closed to the public.
- Essential staff returns to campus work (FMO and IT as needed).
- Staff campus according to building safety and management needs.
- Online instruction.
- Most faculty and staff telecommuting. Limited mail delivery.

Stage 2: Prep for Opening Campuses and Sites.

- Campuses and sites remain closed to public.
- Custodial and groundskeeping staff return to ready for reopening to the public.
- Extensive cleaning.
- FMO installs plexiglass barriers at front counters and other appropriate spaces.
- FMO and IT coordinate moving keypads and card readers to outside the barriers as necessary.

- Departments prepare computer labs, testing centers, and library to meet mandated social distancing guidelines.
- FMO rearranges common spaces to support mandated social distancing requirements.
- FMO marks floors for 6' separation where lines normally form.
- Use app that calls patrons to the "window" when it's their turn.
- Limited vendor and contractor access.
- Receiving Department opens to receive shipments.
- Mail delivery returns to normal.

Stage 3: Employees begin to return to Campuses and sites.

- Limited rotating staff returns to campus.
- Telecommuting continues where applicable and feasible.
- Common areas closed.
- Normal vendor access permitted.

Stage 4: Campuses and sites open to the public.

- Campuses and sites may open to the public.
- As required, some faculty and staff may return to work on campus on a rotating basis in order to provide social distancing.
- Telecommuting continues whenever possible and feasible with business operations.
- Common areas remain closed.
- Strongly consider accommodations for personnel who are members of a vulnerable population.
- Employees should self-identify as a member of a vulnerable population or a family member of a vulnerable population.
- Accommodations will be determined by HR along with employee's supervisor and Vice President.

Stage 5: In person instruction resumes.

- Certain classes may resume face-to-face instruction with appropriate social distancing guidelines in place.
- The College Center can operate under moderate physical distancing protocols on a case-by-case basis.
- Essential travel resumes with supervisor approval.

Stage 6: Most Employees Return to Campus. All employees are asked to return to campus a minimum of two days per week, but employees may work on campus more than two days as needed to maintain business operations.

- Rotating schedules continue to allow for appropriate social distancing.
- Accommodations, if approved, continue for personnel who are members of a vulnerable population.

Stage 7: TTC Returns to normal operations. **(Currently in this stage)**

- The Wellness Center can open with physical distancing and sanitation protocols as determined by Wellness Center Director.
- Restrictions on college-related travel have been lifted. College-related travel may resume in accordance with TTC travel procedures 6-1-2 and 6-1-4. (Effective March 1, 2022)

APPENDIX A

TTC Employee COVID-19 Reporting and Exposure Procedures

DeVetta Hughes, Associate Vice President for Human Resources (AVPHR), will serve as the point of contact for employee questions/concerns related to potential or verified exposures to COVID-19. Privacy and confidentiality will be maintained to the extent possible. Please do not share your health information, or the health information of another employee, with anyone other than your supervisor or Human Resources (HR). HR will notify all employees identified as contacts of another employee with a confirmed or suspected case of COVID-19.

Contact Information: Email: Human.Resources@tridenttech.edu Phone: (843) 574-6201

NOTE: Please do NOT use the #HumanResources distribution list for this purpose.

Employees must complete the [TTC Employee COVID-19 Reporting tool](#) in Etrieve for the following scenarios:

- **Employee who has received positive COVID test results**
- **Employee experiencing symptoms who has not received COVID test results**
- **Employee who has been in close contactⁱⁱ or lives with someone who tests positive for COVID-19**

Contact [HR](#) if you have any questions regarding your [TTC Employee COVID-19 Reporting tool](#) guidance.

The following rules apply to isolation and/or quarantine periods for all scenarios below:

For your first required isolation or quarantine period, HR will work with your supervisor to determine your eligibility to telecommute. For any subsequent incidents that require you to isolate or quarantine, the below guidelines apply:

- If you have received all recommended vaccine doses, to include eligible boosters, HR will work with your supervisor to determine your eligibility to telecommute. You **must** attach a copy of your vaccination card to the [TTC Employee COVID-19 Reporting tool](#) in Etrieve.
- If you have **not** received all recommended vaccine doses, to include eligible boosters, you will **not** be authorized to telecommute. You will use available leave (sick, annual, comp time, leave without pay, or non-scheduled faculty non-work days) for your required isolation or quarantine period.

HR will review requests to telecommute on a case-by-case basis. TTC urges all employees to follow CDC and DHEC guidance regarding quarantine and isolation. TTC strongly recommends all employees contact their healthcare providers for medical advice.

SCENARIOS

A) Employee who has received positive COVID test results

If you test positive for COVID-19, complete the [TTC Employee COVID-19 Reporting tool](#) in Etrieve, immediately notify your supervisor, and **do not** report to campus. You will be required to stay home from work (isolate) for a period of 5 days regardless of your vaccination status.

Calculating Isolation

Day 0 is the date your test specimen was collected. Day 1 is the first full day after your specimen was collected.

Returning to Work

- If you continue to have a fever and/or your other symptoms have **not** improved, notify [HR](#) and continue to stay home (isolate).
- If your symptoms are improving **and** you are fever-free for 24 hours (without the use of fever-reducing medications), you may return to campus on your next scheduled work day following your isolation. You must wear a maskⁱ for 5 days upon return to work.

B) Employee experiencing symptoms who has not received COVID test results

If you are experiencing symptoms of COVID-19, immediately notify your supervisor and complete the [TTC Employee COVID-19 Reporting tool](#) in Etrieve. Regardless of your vaccination status, you will be required to stay home from work (isolate) for a period of 5 days **or** until you receive a negative COVID-19 test result **and** your symptoms have resolved/improved.

Returning to Work

Your isolation period may be reduced **if** you receive a negative test result. If you receive a negative test result, you may return to campus on your next scheduled work day.

You must wear a maskⁱ for 5 days upon return to campus.

NOTE: DHEC recommends anyone experiencing symptoms of COVID-19 be evaluated by their healthcare provider and tested for COVID-19 if indicated.

C) Employee who has been in close contactⁱⁱ or lives with someone who tests positive for COVID-19

CDC and DHEC have established two vaccination categories for the purposes of quarantine.

Category One	Category Two
1. Have been boosted OR 2. Completed the primary series of Pfizer or Moderna vaccine within the last 6 months OR 3. Completed the primary series of J&J vaccine within the last 2 months	1. Completed the primary series of Pfizer or Moderna vaccine over 6 months ago and are not boosted OR 2. Completed the primary series of J&J over 2 months ago and are not boosted OR 3. Are unvaccinated

Employees who have been in close contactⁱⁱ or lives with someone who tests positive for COVID-19 must complete the [TTC Employee COVID-19 Reporting tool](#) in Etrieve regardless of vaccination category.

Category One:

If you meet the criteria for Category One above with **no** symptoms, you are **not** required to quarantine. You must wear a maskⁱ for 10 days after your exposure.

NOTE: The CDC and DHEC recommend you get tested 5 days after your exposure, even if you don't have symptoms. **If you test positive or develop COVID-19 symptoms, isolate from other people and follow the appropriate recommendation.**

Category Two:

If you meet the criteria for Category Two above and have been in close contactⁱⁱ with someone who tests positive for COVID-19, you must immediately notify your supervisor, complete the [TTC Employee COVID-19 Reporting tool in Etrieve](#), and follow the instructions. If you receive a future return-to-work date, you must leave campus and not return until you have completed your required quarantine.

Calculating Quarantine

You will be required to stay home from work (quarantine) for at least 5 days after your last contact with the positive person (Day 0 is the date of your exposure). You must wear a maskⁱ for 5 days upon your return to campus.

If you cannot stay separated from the positive person, the quarantine could be a minimum of 10 days. You must wear a maskⁱ for 5 days upon your return to campus following your quarantine (days 11-15).

TTC will review the quarantine dates on a case-by-case basis.

NOTE: The CDC and DHEC recommend you get tested 5 days after your exposure, even if you don't have symptoms. If you test positive or develop COVID-19 symptoms, isolate from other people and follow the appropriate recommendation.

D) Employee's household member(s) experiencing symptoms who has not received COVID test results

If you live in the same household as someone who is experiencing symptoms and waiting on COVID test results, you may remain at work as long as you do not have symptoms.

If the ill person tests positive, you must follow the directions for **C) Employee who lives with someone who tests positive for COVID-19.**

E) Employee lives with someone who has been in close contactⁱⁱ with someone who displays symptoms consistent with COVID-19 or tests positive (Contact of a Contact)

You may continue to report to work as long as you do not have symptoms.

F) Employee who has previously tested positive for COVID and is a close contactⁱⁱ of someone who has tested positive for COVID-19

If you have previously tested positive for COVID-19 and are later exposed to COVID-19 again, the following quarantine protocols will be followed:

- If the exposure is within 90 days of your confirmed COVID-19 test result and you **DO NOT** have new symptoms, no quarantine is required.

OR

- If the exposure is within 90 days of your confirmed COVID-19 test result and you **DO** have new symptoms, you must follow the **C) Employee who has been in close contactⁱⁱ** instructions.

G) Employee in clinical setting wearing proper PPE who has been in close contactⁱⁱ with someone who tests positive for COVID-19

If you were wearing the proper PPE (Personal Protective Equipment) when exposed to someone who tests positive for COVID-19, you **MAY** be eligible for reduced length or possible exemption from quarantine. Quarantine requirements will be determined on a case-by-case basis upon consultation with supervisor/dean.

Proper PPE includes use of ALL of the following during exposure to a COVID-19 positive individual:

<ul style="list-style-type: none"> • Respirator or Facemask (Cloth masks are NOT considered PPE) <ul style="list-style-type: none"> ○ N95 Mask ○ Surgical mask • Eye Protection <ul style="list-style-type: none"> ○ Face shield ○ Goggles • Gloves • Gowns or Protective Clothing 	<p><i>Employee must have received training in the following:</i></p> <ul style="list-style-type: none"> • When to use PPE • What PPE is necessary • How to properly don, use and doff PPE to prevent self-contamination • How to properly dispose of or disinfect and maintain PPE • The limitations of PPE
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H) Employee experiencing side effects from the COVID Vaccine

Individuals who receive the COVID-19 vaccine may experience side effects. If you experience side effects from the COVID-19 vaccine, you are not required to quarantine. You may continue to report to campus.

Internal Actions (for a positive case)

- a) HR will notify employees if they have or may have been exposed to COVID-19 at work.
- b) The Environmental Health and Safety Manager will notify DHEC of the employee who tested positive and the employees potentially exposed to that employee.
- c) HR will report the positive test to OSHA if required under OSHA guidelines.

Additional Information

It is important to understand the difference between quarantine and isolation. A person who has been exposed, but who is not yet sick, may be asked to quarantine. A person who has tested positive, or presumed by a doctor to be positive, for COVID-19, is asked to isolate.

Relevant DHEC guidelines for quarantine are as follows:

1. Stay home and avoid contact with others.
2. Do not go to work or school.
 - Discuss your situation with your employer or school before returning.
3. Do not take public transportation, taxis, or ride-shares.
4. Wear a mask and stay at least 6 feet away if you can't avoid others.
5. Get tested for COVID-19 on Day 5 after exposure, even if you don't feel sick. You should also be tested if you develop symptoms of COVID-19 during your quarantine.
6. Monitor for symptoms and practice good hygiene.
 - Watch for fever, cough, trouble breathing, or other symptoms of COVID-19.
 - Cover your mouth and nose with a tissue or your sleeve (not hands) when coughing or sneezing.
 - Clean your hands often by washing them with soap and water for at least 20 seconds or by using an alcohol-based hand sanitizer that contains 60 to 95% alcohol.

Please note that DHEC investigates potential COVID-19 exposures and may contact you. If so, please follow any additional recommendations DHEC offers.

This is a continuously evolving situation, and we understand how difficult it may be. We want everyone to stay healthy and safe, and we urge you to follow the DHEC guidelines listed above for the protection of yourself, your family and others.

For additional information, rely on trusted sources of information such as South Carolina Department of Health and Environmental Control (DHEC) <https://www.scdhec.gov/> or the Centers for Disease Control and Prevention (CDC) <https://www.cdc.gov/> websites.

ⁱ *Mask requirements are in addition to TTC's Mask Policy*

ⁱⁱ *Close Contact is defined by TTC as being within 6 feet of an affected person for more than 15 minutes.*

APPENDIX B

COVID-19 Reporting Procedure for Students: Testing Positive, Having Exposure, or Experiencing Symptoms

A student who tests positive for COVID-19, has exposure to COVID-19, or is experiencing symptoms of COVID-19, must complete the [COVID-19 Self-reporting Tool](#) on the college's COVID-19 web page. Based on the student's answers to questions on the form, the student will automatically be notified of the appropriate action to take.

Students should not share their health information, or the health information of other students with anyone other than their instructor(s). The COVID-19 Response Team will notify class members if they have or may have been exposed to COVID-19 at Trident Technical College (TTC).

The Environmental Health & Safety Manager (EHSM) or designated back-up will make a final determination as to if additional actions and notifications are needed.

The EHSM or designated back-up will send all appropriate notifications to DHEC.

If the student was in contact with a member of the general public in a lab setting, the student will need to provide the contact information of the contact on the COVID-19 Reporting Tool. The EHSM or designated back-up will notify the member of the general public of the exposure.

The quarantined student(s) may be asked to complete the Trident Technical College COVID-19 Student Return to Campus Screening Tool at the end of their quarantine/isolation. If requested, the quarantined student(s) must submit the completed form to their current course instructor(s) via email prior to physically returning to campus.

Student Reporting Responsibility

➤ Exposures

- If you have an exposure or are experiencing symptoms please fill out the [COVID-19 Self-reporting Tool](#) for Students located on the TTC COVID-19 web page.

➤ Positive Results

- Positive results must always be reported via the [COVID-19 Self-reporting Tool](#) for Students, regardless of vaccination status, and will result in quarantine.

SCENARIOS

A) Student who has positive COVID test results

If you test positive for COVID-19, complete the [COVID-19 Self-reporting Tool](#) for Students in Etrieve and **do not** report to campus. You will be required to remain off campus (isolate) for a period of 5 days regardless of your vaccination status.

Calculating Isolation

Day 0 is the date your test specimen was collected. Day 1 is the first full day after your specimen was collected.

Returning to Campus

You may be asked to complete the Trident Technical College COVID-19 Student Return to Campus Screening Tool at the end of your quarantine/isolation by your instructor(s). If requested, you must submit the completed form to your current course instructor(s) via email prior to physically returning to campus. TTC will not retain copies of the submitted Trident Technical College COVID-19 Student Return to Campus Screening Tool.

- If you continue to have a fever and/or your other symptoms have **not** improved, notify your instructor and provide them your status. Continue to stay home (isolate).
- If your symptoms are improving **and** you are fever-free for 24 hours (without the use of fever-reducing medications), you may return to campus for your next scheduled class following your isolation. You must wear a maskⁱ for 5 days upon return to campus.

B) Student experiencing symptoms who has not received COVID test results

If you are experiencing symptoms of COVID-19, immediately complete the [COVID-19 Self-reporting Tool](#) for Students in Etrieve and do not report to campus. Regardless of your vaccination status, you will be required to stay off campus for a period of 5 days or until you receive a negative COVID-19 test result **and** your symptoms have resolved/improved.

Returning to Campus

Your isolation period may be reduced **if** you receive a negative test result. If you receive a negative test result, you may return to campus for your next scheduled class.

You must wear a maskⁱⁱⁱ for 5 days upon return to campus.

NOTE: DHEC recommends anyone experiencing symptoms of COVID-19 be evaluated by their healthcare provider and tested for COVID-19 if indicated.

C) Student who has been in close contact^{iv} or lives with someone who tests positive for COVID-19

CDC and DHEC have established two vaccination categories for the purposes of quarantine.

Category One	Category Two
4. Have been boosted OR	4. Completed the primary series of Pfizer or Moderna vaccine over 6 months ago and are not boosted OR
5. Completed the primary series of Pfizer or Moderna vaccine within the last 6 months OR	5. Completed the primary series of J&J over 2 months ago and are not boosted OR
6. Completed the primary series of J&J vaccine within the last 2 months	6. Are unvaccinated

Students who have been in close contactⁱⁱ or lives with someone who tests positive for COVID-19 must complete the [COVID-19 Self-reporting Tool](#) for Students in Etrieve regardless of vaccination category.

Category One:

If you meet the criteria for Category One above with **no** symptoms, you are **not** required to quarantine. You must wear a maskⁱ for 10 days after your exposure.

NOTE: The CDC and DHEC recommend you get tested 5 days after your exposure, even if you don't have symptoms. **If you test positive or develop COVID-19 symptoms, isolate from other people and follow the appropriate recommendation.**

Category Two:

If you meet the criteria for Category Two above and have been in close contactⁱⁱ with someone who tests positive for COVID-19, you must immediately complete the [COVID-19 Self-reporting Tool](#) for students in Etrieve, and follow the instructions. If you receive a future return-to-campus date, you must leave campus and not return until you have completed your required quarantine.

Calculating Quarantine

You will be required to stay off campus (quarantine) for at least 5 days after your last contact with the positive person (Day 0 is the date of your exposure). You must wear a maskⁱ for 5 days upon your return to campus.

If you cannot stay separated from the positive person, the quarantine could be a minimum of 10 days. You must wear a maskⁱ for 5 days upon your return to campus following your quarantine (days 11-15).

TTC will review the quarantine dates on a case-by-case basis.

NOTE: The CDC and DHEC recommend you get tested 5 days after your exposure, even if you don't have symptoms. If you test positive or develop COVID-19 symptoms, isolate from other people and follow the appropriate recommendation.

D) Student's household member(s) experiencing symptoms who has not received COVID test results

If you live in the same household as someone who is experiencing symptoms and waiting on COVID test results, you may remain report to campus as long as you do not have symptoms.

If the ill person tests positive, you must follow the directions for **C) Student who lives with someone who tests positive for COVID-19.**

E) Student lives with someone who has been in close contactⁱⁱ with someone who displays symptoms consistent with COVID-19 or tests positive (Contact of a Contact)

You may continue to report to campus as long as you do not have symptoms.

F) Student who has previously tested positive for COVID and is a close contactⁱⁱ of someone who has tested positive for COVID-19

If you have previously tested positive for COVID-19 and are later exposed to COVID-19 again, the following quarantine protocols will be followed:

- If the exposure is within 90 days of your confirmed COVID-19 test result and you DO NOT have new symptoms, no quarantine is required.

OR

- If the exposure is within 90 days of your confirmed COVID-19 test result and you DO have new symptoms, you must follow the **C) Student who has been in close contactⁱⁱ** instructions.

G) Student in clinical setting wearing proper PPE who has been in close contactⁱⁱ with someone who tests positive for COVID-19

If you were wearing the proper PPE (Personal Protective Equipment) when exposed to someone who tests positive for COVID-19, you MAY be eligible for reduced length or possible exemption from quarantine. Quarantine

requirements will be determined on a case-by-case basis upon consultation with supervisor/dean.

Proper PPE includes use of ALL of the following during exposure to a COVID-19 positive individual:

<ul style="list-style-type: none"> • Respirator or Facemask (Cloth masks are NOT considered PPE) <ul style="list-style-type: none"> ○ N95 Mask ○ Surgical mask • Eye Protection <ul style="list-style-type: none"> ○ Face shield ○ Goggles • Gloves • Gowns or Protective Clothing 	<p><i>Employee must have received training in the following:</i></p> <ul style="list-style-type: none"> • When to use PPE • What PPE is necessary • How to properly don, use and doff PPE to prevent self-contamination • How to properly dispose of or disinfect and maintain PPE • The limitations of PPE
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H) Student experiencing side effects from the COVID Vaccine

Individuals who receive the COVID-19 vaccine may experience side effects. If you experience side effects from the COVID-19 vaccine, you are not required to quarantine. You may continue to report to campus.

Additional Information

It is important to understand the difference between quarantine and isolation. A person who has been exposed, but who is not yet sick, may be asked to quarantine. A person who has tested positive, or presumed by a doctor to be positive, for COVID-19, is asked to isolate.

Relevant DHEC guidelines for quarantine are as follows:

1. Stay home and avoid contact with others.
2. Do not go to work or school.
 - Discuss your situation with your employer or school before returning.
3. Do not take public transportation, taxis, or ride-shares.
4. Wear a mask and stay at least 6 feet away if you can't avoid others.
5. Get tested for COVID-19 on Day 5 after exposure, even if you don't feel sick. You should also be tested if you develop symptoms of COVID-19 during your quarantine.
6. Monitor for symptoms and practice good hygiene.
 - Watch for fever, cough, trouble breathing, or other symptoms of COVID-19.
 - Cover your mouth and nose with a tissue or your sleeve (not hands) when coughing or sneezing.
 - Clean your hands often by washing them with soap and water for at least 20 seconds or by using an alcohol-based hand sanitizer that contains 60 to 95% alcohol.

Please note that DHEC investigates potential COVID-19 exposures and may contact you. If so, please follow any additional recommendations DHEC offers.

This is a continuously evolving situation, and we understand how difficult it may be. We want everyone to stay healthy and safe, and we urge you to follow the DHEC guidelines listed above for the protection of yourself, your family and others.

For additional information, rely on trusted sources of information such as South Carolina Department of Health and Environmental Control (DHEC) <https://www.scdhec.gov/> or the Centers for Disease Control and Prevention (CDC) <https://www.cdc.gov/> websites.

ⁱ *Mask requirements are in addition to TTC's Mask Policy.*

ⁱⁱ *Close contact is defined as being within 6 feet of an affected person for more than 15 minutes.*

APPENDIX C

**Trident Technical College COVID-19
Student Return to Campus Screening Tool**

Student:

If you have tested positive for COVID-19, you may be requested to complete the following screening tool at the end of your quarantine/isolation for clearance to return to campus. If requested, please submit the completed tool to your current course instructor(s) via email prior to physically returning to campus.

PLEASE READ EACH QUESTION CAREFULLY		
Have you experienced any of the following symptoms in the past 48 hours: <ul style="list-style-type: none"> • fever or chills (CDC considers a fever of any temperature 100.4 F or greater) • cough • shortness of breath or difficulty breathing • fatigue • muscle or body aches • headache • new loss of taste or smell • sore throat • congestion or runny nose • nausea or vomiting • diarrhea 	YES	NO
Have you experienced any fever in the past 24 hours?	YES	NO
Have you used any medication that may have masked a fever (i.e. Ibuprofen, Tylenol, aspirin, etc.) in the past 24 hours?	YES	NO
Current temporal (forehead) temperature: ≥100.4 F Current oral temperature: ≥99.4 F	YES	NO

Did you answer NO to ALL QUESTIONS?	Access to TTC Facilities APPROVED. Please submit the tool to your current instructor(s) and no further information is needed. Thank you for helping us protect you and others during this time.
Did you answer YES to ANY QUESTION?	Contact your course instructor for additional guidance prior to returning to the campus. Thank you for helping us protect you and others during this time.

Name: _____ Date: _____

APPENDIX D

**Trident Technical College COVID-19
Pre-Campus Attendance Screening Tool**

PLEASE READ EACH QUESTION CAREFULLY		
<p>Have you experienced any of the following symptoms in the past 48 hours:</p> <ul style="list-style-type: none"> • fever or chills (CDC considers a fever of any temperature 100.4 F or greater) • cough • shortness of breath or difficulty breathing • fatigue • muscle or body aches • headache • new loss of taste or smell • sore throat • congestion or runny nose • nausea or vomiting • diarrhea 	YES	NO
<p>Within the past 14 days, have you been in close physical contact (6 feet or closer for at least 10 minutes) with a person who is known to have laboratory-confirmed COVID-19 or with anyone who has any symptoms consistent with COVID-19 without wearing a mask?</p>	YES	NO
<p>Are you isolating or quarantining because you may have been exposed to a person with COVID-19 or are worried that you may be sick with COVID-19?</p>	YES	NO
<p>Are you currently waiting on the results of a COVID-19 test that you had performed due to experiencing COVID-19 symptoms?</p>	YES	NO
<p>Current temporal (forehead) temperature: ≥ 100.4 F Current oral temperature: ≥ 99.4 F</p>	YES	NO
<p>Did you answer NO to ALL QUESTIONS?</p>	<p>Access to TTC Facilities APPROVED. Thank you for helping us protect you and others during this time.</p>	
<p>Did you answer YES to ANY QUESTION?</p>	<p>Contact your course instructor or supervisor for additional guidance prior to returning to the campus. Thank you for helping us protect you and others during this time.</p>	

Name: _____ Date: _____

ⁱ Mask requirements are in addition to TTC's Mask Policy.

ⁱⁱ Close contact is defined as being within 6 feet of a COVID positive person for more than 15 minutes.

ⁱⁱⁱ Mask requirements are in addition to TTC's Mask Policy.

^{iv} Close contact is defined as being within 6 feet of a COVID positive person for more than 15 minutes.