



COVID-19

Hawai'i State Department of Health

When a Person at a K-12 School has COVID-19

- Schools should have systems in place to notify families and staff of the number of cases on campus on a weekly basis.
- If the person with COVID-19 was at school while infectious and stays in the same space (e.g., class) throughout the day, group members should be notified if they were exposed to a person with COVID-19. Schools should rapidly identify the impacted group setting and notify any potentially exposed group members of contact with a person with COVID-19 infection, **while keeping the person's identity and personal health information confidential**. School administrators have access to staff and student records and have relationships with staff, students, and families. Therefore, the school is best positioned to identify and notify potentially exposed individuals quickly.
- Notify school administrators, supervisors, and any others per your school's protocol or as required by [Hawai'i law](#).
- Notify the Hawai'i State Department of Health (DOH) within 24 hours via the online COVID-19 reporting tool that DOH has requested that your school use if your school is experiencing a suspected cluster of cases or an outbreak. The principal, supervisor or program contract manager is responsible for reporting the suspected cluster or outbreak to the DOH.
- If less than 24 hours have passed since the person with COVID-19 infection has been in the space, clean and disinfect the space.

Notifying Potentially Exposed Individuals

Infectious period at school

= 48 hours prior to date symptoms started (if no symptoms, date positive test was collected) **until** date last at school

Date when the person with COVID-19 infection first reported having symptoms (if no symptoms, date positive test was collected):

___/___/___

Date when the person with COVID-19 infection was last at school:

___/___/___

People with in-school exposures are no longer required to quarantine, regardless of vaccination status. See [Isolation and Quarantine Guidance for K-12 Schools](#) for further guidance regarding close contacts that need to quarantine (e.g., household and other non-school related close contacts).

Provide a [Potential Exposure Notification for K-12 Schools](#) and the [Summary Guidance for K-12 Schools](#) to each group member:

- Fill in Contact's Name
- Fill in School Name

Let people know that any person who was **not** notified is **not** a potentially exposed individual.

Hawai`i State DOH Contact Information for School Administrators

If you have any questions regarding close contact identification or notification, please call the number for your island listed below or e-mail doh.c19schools@doh.hawaii.gov.

<u>Island</u>	<u>Hours</u>	<u>Contact</u>	<u>Telephone Number</u>
O`ahu	M-F 7:45 am-4:30 pm	Disease Reporting Line	(808) 586-4586, Option 4 for Schools (808) 587-6845, Option 4 for Schools
Maui Moloka`i Lanai	M-F 7:45 am-4:30 pm	Maui District Health Office	(808) 984-8213 (School Liaison)
Kauai			
Hawai`i (Hilo)			
Hawai`i (Kona)	M-F 7:45 am-4:30 pm	Big Island DHO (Kona)	(808) 796-0098

After Hours/Weekends/Holidays

O`ahu	(808) 600-3625
Neighbor Islands	(800) 360-2575, toll-free number

***Parents, guardians, and the general public can call the Hawai`i State Department of Health at (808) 586-8332 for additional guidance for K-12 schools.