

Return-to-Campus Guide



Reporting potential infection with,
or exposure to Covid-19

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Reporting potential infection or exposure:

If you suspect you are infected with COVID-19, or have come in contact with someone who is infected, even if you have not been tested, please complete the COVID-19 Reporting Form using the link below:

<https://forms.ias.edu/form/covid-19-reporting-form>

Covid-19 Reporting Form:

COVID-19 Reporting Form

Please use this form if you suspect you are infected with COVID-19 or have come in contact with someone who is infected. Whether you have been tested or not, please complete the form.

Faculty and Members: Please do **not** come to campus if you are experiencing symptoms or have tested positive. You will receive follow-up on this form submission from the COVID-19 Response Team.

Staff: Please notify your supervisor and if you are experiencing symptoms or have tested positive do **not** report to work. Please follow all advice from your healthcare providers.

Name

Please enter your full name

Role

Cell Phone

Email

Office Location

Are you experiencing symptoms of COVID-19?

Please complete the form in its entirety

Covid-19 Reporting Form continued:

Have/Do you:

- Been tested and given a confirmed result showing you have COVID-19?
- Think you have COVID and have not been tested
- Been identified as a contact to a known case and are seeking a testing

Submit

Check all boxes that
apply to your situation

Covid-19 Reporting Form Confirmation:

COVID-19 Reporting Form / COVID-19 Reporting Form

Submission Received

PLEASE **DO NOT** COME TO CAMPUS UNTIL YOU HEAR FROM JENNIFER RICHARDSON, CHIEF HUMAN RESOURCES OFFICER

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Once you submit the form you will receive this confirmation message.

Wait for instructions from Jennifer Richardson, Chief Human Resources Officer.

Please self-isolate and do **NOT** come to campus until you receive further instructions.

Questions?

The Covid-19 Response Team is available 7 days a week,
please reach out with any questions you may have.

covid19response@ias.edu