



Quarantine and Isolation Handbook

2020-2021



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Find this handbook online at www.benedictine.edu/coronavirus/quarantine/index

All information contained in this handbook is subject to change.

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Overview

The information in this handbook is designed to inform and guide you through the quarantine and isolation processes and to familiarize you with what you can expect in terms of support from the College while you are in quarantine or isolation.

This is an important part of Benedictine College's overall efforts to maintain both the health of all students, faculty and staff *and* the continuity of its mission to educate students within a community of faith and scholarship.

Every Raven can help slow the spread of COVID-19. By following these guidelines, you can make a big difference to your health, and that of others around you.

If you are asked to quarantine or isolate, it is essential to remember that you are not alone! Faculty and staff are ready to support you during this time. We recognize that this is an uncertain time and that you likely have a lot of questions. We are here to help.

Isolation and Quarantine Statuses

1. **Positive Test** – A student will have this status once they have received a positive test result from a COVID-19 test. Students with this status must isolate off-campus, either at home or at a hotel. Students will be asked to isolate for 10 to 14 days. Students will be in regular contact with a nurse from Benedictine College Student Health Services, who will alert them when their period of isolation ends.
2. **Symptomatic** – A student will have this status once they have developed significant symptoms. Students with this status should contact Student Health Services or another medical provider and start to quarantine immediately, while they await test results. Students awaiting test results should quarantine in their residence hall rooms, unless they are experiencing elevated temperature, in which case the student will be asked to quarantine off campus (either at the permanent place of residence or at the hotel.)
 - a. If a symptomatic student receives a positive test result, their status will be changed to Positive Test and the related condition will apply.
 - b. If a symptomatic student receives a negative test result, they will be released from quarantine.
3. **Contact Tracing** – A student will have this status when they have been told by County Health Officials that they are required to quarantine due to significant exposure to COVID-19. This student is permitted to quarantine on campus in their room or may opt to complete the quarantine at their permanent residence. This quarantine will be completed 10 days after exposure to COVID-19.
4. **College Required** – A student will have this status when the college is concerned about significant exposure to COVID-19. This can happen before or while waiting for the County Health Officials to complete their contact tracing process. This can also happen irrespective of the County Health Officials contact tracing process. This will most frequently be required of roommates/suitemates (households) of students with positive cases but may also include other students who have been identified by the college as having experienced significant exposure to COVID-19. This student is permitted to quarantine on campus in their room or may opt to complete the quarantine at their permanent residence. This quarantine will be completed 10 days after exposure to COVID-19.
5. **Voluntary** – A student will receive this status when they have self-identified as someone with significant exposure to COVID-19. The voluntary quarantine should be agreed upon in conjunction with the COVID-19 Coordinator, Laura O’Grady, at logrady@benedictine.edu or 913.360.7118. A full voluntary quarantine will last 10 days, although a student may be released from a voluntary quarantine prior to 10 days if approved by Laura O’Grady.
6. **Recovered** – A student will receive a status of recovered 10-14 days after they tested positive for COVID-19. A County Health Official or the College’s COVID-19 Coordinator Laura O’Grady will communicate with the student to confirm their recovered status. A student with a recovered status can return to their room and resume all campus activities.

7. **Quarantine Complete** – A student will receive a quarantine complete status when they are no longer required to quarantine. The rationale or timing of a completed quarantine can vary depending on the reason that the student was in quarantine.

Important Definitions

Close Contact: Close contact is defined by the Centers for Disease Control and Prevention (CDC) as being within 6 feet of someone with the virus for a cumulative total of 15 minutes (or more) over a 24-hour period. Per the Atchison County Health Department, all exposed persons should monitor their symptoms for 14 days from exposure and contact Student Health Services or their healthcare provider if symptoms develop. The disease can still develop through day 14.

Quarantine: Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick. The Atchison County Health Department conducts contact tracing and will confirm individuals who have been exposed and require a 0-day quarantine (no testing and no symptoms). Student must remain symptom free for 10 days and on day 11 the student may return to normal activities as long as they remain symptom-free.

Isolation: Isolation separates sick and asymptomatic people with a contagious disease from people who are not sick.

Household: A household is a group of students who share a housing unit. All students assigned to a housing unit will be considered a “household” for purposes of contact tracing and quarantine requirements.

Turner Hall, St. Scholastica Hall, and Memorial Hall: Each room in these residence halls will be defined as a household. Therefore, the two students assigned to each a room are a household.

Newman Hall, Our Lady of Guadalupe Hall, and St. Michael Hall: A household in these residence halls is defined as every suite in the residence hall. Therefore, the four students who share a bathroom between their two assigned rooms are defined as a household.

McDonald Hall: A household in McDonald Hall is defined as every suite in the residence hall. All eight students who live in each suite are household members with the other students in their suite.

Elizabeth Hall: Every student who shares the same housing unit number in Elizabeth Hall will be a household. This applies to each of the different room configurations (two-person, three-person, four-person, and six-person) in Elizabeth Hall.

Cray Seaberg Hall: The definition of a household in Cray-Seaberg Hall depends on if students have a suite-style housing unit or a stand-alone double occupancy unit. When a student has suitemates, all of the suitemates (four students) are defined as a household. The students who do not have suitemates are household members with just their roommate.

St. Joseph Hall: The students who live in the single rooms in St. Joseph Hall are not a household with any other students. The students who live in the six-person suites in St. Joseph Hall are a household with all of the other students who live in their six-person suite.

Kremmeter, Legacy, Wolf, and Lemke Halls: A household in these residence halls is defined as each of the apartments in the residence hall. Therefore, the four students who live in an apartment together are a household.

Row Houses, Campus Houses, and Off Campus Houses: A household in the Row Houses, Campus Houses, and Off Campus Houses is defined as all of the students in each of the individual Row Houses, Campus Houses, and Off Campus House.

Why must I be in quarantine?

There are several reasons you may be in quarantine:

- You have COVID-19 symptoms and are awaiting test results.
- You have been identified as a close contact of someone who has tested positive for COVID-19.
- You are a household member with someone who has symptoms or has tested positive.
- You have self-identified as someone with significant exposure to COVID-19 and confirmed with the COVID-19 Coordinator, Laura O'Grady at logrady@benedictine.edu or 913.360.7118.

Why must I be in isolation?

- You have tested positive for COVID-19.
- You have significant COVID-19 symptoms and are awaiting test results.

Quarantine and Isolation Procedures

Quarantine procedure if you have COVID-19 *symptoms*:

1. If you have COVID-19 symptoms, you are required to contact the Student Health Center at 913.360.7117 or jadrian@benedictine.edu to determine if a COVID-19 test is needed.
 - a. If a test is required, you will be asked to quarantine in your residence hall room or at your permanent place of residence until you receive your test results. Members of your household will also be asked to quarantine until you receive your test results. You and the members of your household will be contacted by COVID-19 Coordinator Laura O’Grady with necessary instructions.
 - b. A positive test result requires a period of isolation for you and a period of quarantine for your household.
 - c. A negative test result concludes your isolation and quarantine.
2. If no test is required, we ask you to continue to self-monitor your symptoms for any changes.

Quarantine procedure if you have been identified as having been *exposed* to someone who has tested positive for COVID-19 or you are a member of that person’s household:

1. You will be required to begin a 10-day quarantine in your residence hall room or at your permanent place of residence.
2. While in quarantine, you are allowed to go outside, but you must wear a face covering and avoid contact with others. You must maintain more than 6 feet of physical distance from others at all times. You cannot leave campus.
3. You will be automatically provided essential services and your professors will be notified. Be sure to stay in communication with your professors.
4. While in quarantine, you should self-monitor for symptoms and remain in regular communication with Student Health Services at 913.360.7117 or jadrian@benedictine.edu or with your medical provider.
 - a. If you do not develop COVID-19 symptoms, you will remain in quarantine for the full 10 days. A negative test result does not conclude the quarantine period.
 - b. If you develop COVID-19 symptoms, you may be tested.
 - i. A positive test result will require a period of isolation to be determined by the Atchison County Health Department.
 - ii. A negative test result, however, does not conclude the quarantine period.

Isolation procedure for an individual who has tested positive for COVID-19:

1. Contact Student Health Services immediately at 913.360.7117 or jadrian@benedictine.edu if you have received a positive test result.
2. You will be required to begin a 10- to 14-day period of off-campus isolation. You will be encouraged to complete your period of isolation at your permanent residence. If that is not possible, Benedictine College will secure an isolation location for you at a local hotel.
3. Remain in regular communication with Student Health Services or your medical provider.
4. You will be automatically provided essential services and your professors will be notified.
5. You will be in regular contact with a nurse from Benedictine College Student Health Services, who will alert you when your period of isolation ends. However, you must remain in college-required household quarantine until the end of the 10-day period.

Quarantine and Isolation Guidelines

What are the guidelines for quarantine?

- You will immediately transition to remote classes. Be sure to contact your professors.
- You may quarantine either at your permanent place of residence or in your residence hall room.
- You may go outside, but you must maintain more 6 feet of distance from others at all times and wear your mask / face covering. However, you cannot leave campus. You may remove your mask in your residence hall room.
- You must self-monitor for symptoms:
 - Check temperature daily
 - Watch for fever, cough, shortness of breath or other COVID-19 symptoms

What am I not permitted to do in quarantine?

- You may not host guests in your room or visit friends in their room.
- You may not attend classes in person.
- You may not participate in social events regardless of size.
- You may not gather in your residence hall common area.
- You may not use the Murphy Recreation Center, Amino Center weight room, or Haverty Center Fitness Room.
- You may not enter academic buildings, including the College Library.
- You may not attend religious services in person.
- You may not leave campus if you are completing your quarantine period in your residence hall room.

What are the guidelines for isolation?

- You will immediately transition to online classes. Be sure to contact your professors.
- You may isolate either at your permanent place of residence or in a local hotel.
- Remain in regular communication with Student Health Services or your medical provider

What am I not permitted to do in isolation?

- If you are staying in a hotel, you may not host guests in your room or visit friends in their room.
- You may not attend classes in person.
- You may not participate in social events regardless of size.
- You may not use the Murphy Recreation Center, Amino Center weight room, or Haverty Center Fitness Room.
- You may not enter academic buildings, including the College Library.
- You may not attend religious services in person.

Essential Services

It is our priority to provide you the essential services you will need while you are in quarantine or isolation.

Your primary contact for essential services while in quarantine or isolation is Laura O'Grady, COVID-19 Coordinator. She can be reached at 913-360-7118 or logrady@benedictine.edu.

Student Health Services

You should check your temperature daily and watch for the following symptoms of COVID-19:

- Fever or chills
- 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

If you need to seek medical attention for any reason, please call:

- Student Health Services at **913.360.7117** (between the hours of 8 a.m. and 5 p.m.)
- Amberwell Health (formerly Atchison Hospital) at **913.367.7300** (outside of Student Health business hours)
- In an emergency, dial **911**. If you are on campus and you dial 911, please contact the On-Call RD (913.360.7070) and Campus Security (913.360.8888); they will help direct emergency services.

Academic Services

During this time, you will attend class online – not in person. All Benedictine College professors are prepared to assist with the online delivery of your course content. Please notify your professors when you are required to quarantine or isolate. Your professors will let you know how to access your course content during this time (it may be different in different classes). Please stay in communication with your professors during your time of quarantine; they are prepared and eager to help.

The Student Success Center will arrange any necessary accommodations and classroom support, including monitoring of exams. Please contact Janet Wilcox, Director of Student Success, at 913.360.7965 or jwilcox@benedictine.edu.

If you need a resource from the Benedictine College Library, please contact Assistant Library Director Darla Meyer at 913.360.7516 or dmeyer@benedictine.edu to arrange delivery.

Counseling Center Services

The Benedictine College Counseling Center offers a variety of support services for students in quarantine or isolation.

1. **Ask A Therapist** –The Counseling Center is offering a drop-in virtual service to provide brief, informal, confidential, consultation with a counselor. Students can ask questions, problem-solve, or just begin a conversation about a concern. Visit <https://doxy.me/gracelsesw> on Wednesdays from 3 – 4 p.m.
2. **CARE Peer Mentoring** – Contact Jennifer Schmidt at jschmidt@benedictine.edu for more information on finding a Benedictine College peer mentor for support.
3. **Individual Counseling** – www.benedictine.edu/counseling for more information.

Dining Services

If you are an on-campus student, at the beginning of your period of quarantine COVID-19 Coordinator Laura O’Grady will contact you regarding your dietary needs.

Dining Services will deliver a dinner meal between 5 and 6:30 p.m. daily. Along with the dinner meal, you will receive the following day’s breakfast and lunch. If a meal delivery is missed, please contact your Residence Hall Director.

If you have opted out of the meal delivery, be sure to have a 10-day supply of food on hand.

To decrease the potential spread of COVID-19, remember that you are not allowed to use the common kitchen in your residence hall during this time.

Faith Services

To request Holy Communion please complete the request form at: https://benedictinecollege.formstack.com/forms/request_support

For all other spiritual needs please contact the Ministry Administrative Assistant, Anne Burghart, at aburghart@benedictine.edu or 913.360.7735.

Note about Confession: Unfortunately, at this time we will not be able to offer the Sacrament of Reconciliation to those in quarantine or isolation. It is helpful to recall what the Catholic Church teaches about forgiveness of sins when Confession is not possible. The Catechism of the Catholic Church states that, “When it arises from a love by which God is loved above all else, contrition is called ‘perfect’ (contrition of charity). Such contrition remits venial sins; it also obtains forgiveness of mortal sins if it includes the firm resolution to have recourse to Sacramental Confession as soon as possible” (CCC 1452). The Holy Father Pope Francis re-affirmed this practice in a live-streamed Mass on March 20, 2020. This is an opportunity for us to take to heart the Church’s merciful teaching and apply it to this difficult circumstance.

Per the guidelines of the Archdiocese of Kansas City in Kansas, “the dispensation from Sunday Mass continues because the Church does not want to place a moral burden on those who should not attend Mass because of health concerns.” During this time of quarantine, you may not participate in public religious services in person. However, you are encouraged to create a space for prayer in your home and “go to your inner room, close the door, and pray to your Father in secret. And your Father who sees in secret will repay you.” (*Matthew 6:6*)

Package Pickup

If you receive a package at Rocky’s Copies while you are in quarantine or isolation, simply contact Rocky’s Copies at 913-360-7225 or rockyscopies@benedictine.edu to give permission for another student to pick up your package for you.

Other Essential Services

If you have other needs that are not addressed here, please do not hesitate to contact:

Laura O’Grady, RN BSN
COVID-19 Coordinator
Office: 913.360.7118
logrady@benedictine.edu

Staying Connected

We recognize how important it is to keep you connected to the Benedictine College community during this time, even though your movement is restricted during this time.

Your primary contact for staying connected while in quarantine or isolation is Laura O’Grady, COVID-19 Coordinator. She can be reached at 913.360.7118 or logrady@benedictine.edu.

While you are in quarantine or isolation you can expect regular outreach from the following:

- COVID-19 Coordinator
- Your Residence Hall Director and Resident Assistants
- Your Coach

Be sure to reach out to other important campus contacts, such as:

- College chaplains
- Student Success Center
- Your advisor

Please be attentive to your student email. You will be notified via your student email of other services for quarantined and isolated Ravens.

Important Contact Information

You may be in quarantine, but it is important to remember that you are not alone!

Your primary point of contact while in quarantine or isolation is Laura O’Grady, COVID-19 Coordinator. She can be reached at 913.360.7118 or logrady@benedictine.edu.

Residence Life

The Benedictine College Residence Life Department is available to support your formation during this time.

Title	Name	Phone	Email
Director of Residence Life	Sean Mulcahy	913.360.7500	smulcahy@benedictine.edu
On-call Residence Hall Director (RD)	Varies; 24/7	913.360.7070	
Elizabeth Hall RD	Yazmin Gutierrez	913.360.1200	ygutierrez@benedictine.edu
Kremmeter Hall / Campus Houses / Row Houses RD	Claire Haroldson	913.360.1700	charoldson@benedictine.edu
Legacy / Lemke / Wolf Halls RD	Eric Burghart	913.360.7791	eburghart@benedictine.edu
McDonald Hall RD	Emily York	913.360.7788	eyork@benedictine.edu
Newman Hall RD	Nathan Crankfield	913.360.1898	ncrankfield@benedictine.edu
Our Lady of Guadalupe Hall RD	Cristina Gonzalez	913.360.7688	cgonzalez@benedictine.edu
St. Martin’s Memorial Hall RD	Kendra Dudasko	913.360.1500	kstewart@benedictine.edu
St. Michael Hall, St. Joseph Hall RD	Eli Pruneda	913.360.6985	epruneda@benedictine.edu
St. Scholastica Hall RD	Sarah Eisenmenger	913.360.8000	seisenmenger@benedictine.edu
Turner Hall RD	Isaac Kuchar	913.360.8250	ikuchar@benedictine.edu

Student Health Services

Please reach out to Student Health Services with any physical or mental health concerns.

Title	Name	Phone	Email
Director of Student Health Services	Janet Adrian, RN	913.360.7117	jadrian@benedictine.edu
COVID-19 Coordinator	Laura O'Grady, RN	913.360.7118	logrady@benedictine.edu

If you need medical assistance outside the hours of 8 a.m. – 5 p.m.:

Amberwell Health (formerly Atchison Hospital) 913.367.7300

In an emergency 911

(Note: If you are on campus and you dial 911, if possible, please contact Campus Security at 913.360.8888 so they can help direct emergency services.)

A walk-in clinic is available at Amberwell Health (formerly Atchison Hospital) Monday through Friday from 3 - 7 p.m. and on Saturday from 8 a.m. - 12 noon.

Campus Security

Please contact Campus Security at 913.360.8888 24 hours a day with any security and emergency response needs.

Operations

If you have an immediate need and cannot reach the RD on call, please contact the Operations Department at 913.360.7421 with any work orders or other facility-related concerns about your residence hall room. This number is answered from 7 a. m. – 3 p. m. daily. Outside of these hours, please contact the RD on call (913.360.7070) or Campus Security (913.360.8888) for assistance.

General Emergency

Please dial 911 in an emergency. If you dial 911, if possible, please contact the RD on call (913.360.7070) and Campus Security (913.360.8888); they can help direct emergency services.

Helpful Campus Contacts

Title	Name	Phone	Email
College Ministry Administrative Assistant	Anne Burghart	913.360.7735	aburghart@benedictine.edu
Dining Services Director	Adam Baker	913.360.7594	abaker@benedictine.edu baker-adam2@aramark.com
Student Activities Director	Diane Holly	913.360.7580	dholly@benedictine.edu
Student Life Administrative Assistant	Dione Mispagel	913.360.7500	dmisspagel@benedictine.edu
Student Success Center Director	Janet Wilcox	913.360.7965	jwilcox@benedictine.edu
Vice President of Student Life	Linda Henry	913.360.7520	lhenny@benedictine.edu

Frequently Asked Questions about Close Contact, Quarantine and Isolation

What is Close Contact, Quarantine and Isolation?

- **Close Contact:** Close contact is defined by the Centers for Disease Control and Prevention (CDC) as being within 6 feet of someone with the virus for a cumulative total of 15 minutes (or more) over a 24-hour period. Per the Atchison County Health Department, all exposed persons should monitor their symptoms for 14 days from exposure and contact Student Health Services or their healthcare provider if symptoms develop. The disease can still develop through day 14.
- **Quarantine:** Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick. The Atchison County Health Department conducts contact tracing and will confirm individuals who have been exposed and require a 10-day quarantine.
- **Isolation:** Isolation separates sick and asymptomatic people with a contagious disease from people who are not sick.

How will I be provided meals and other necessities while in quarantine and isolation?

If you are an on-campus student, at the beginning of your period of quarantine, COVID-19 Coordinator Laura O’Grady will contact you regarding your dietary needs.

Dining Services will deliver a dinner meal between 5 and 6:30 p.m. daily. Along with the dinner meal, you will receive the following day’s breakfast and lunch. If a meal delivery is missed, please contact your Residence Hall Director.

If you have opted out of the meal delivery, be sure to have a 10-day supply of food on hand.

To decrease the potential spread of COVID-19, remember that you are not allowed to use the common kitchen in your residence hall during this time.

I live on campus. If I am awaiting test results or have tested positive for COVID-19, where will I be asked to quarantine or isolate?

On-campus students who are awaiting test results will be asked to quarantine in their residence hall room, or they may choose to await test results at their permanent place of residence.

On-campus students who have tested positive for COVID-19 will be asked to return to their permanent home if possible. If a student is unable to return home, area hotels in the city of Atchison will be used for student isolation spaces.

How will I be transported if I need to quarantine or isolate at an off-campus location?

If you have a personal vehicle, you will be asked to transport yourself to the quarantine and isolation location. The College will assist you with transportation to the quarantine and isolation location if you do not have a personal vehicle.

How will my health be monitored while in quarantine or isolation?

If you are in quarantine or isolation, Benedictine's Student Health Services will be in contact with you through a personal email or phone call.

You are encouraged to call the Student Health Center at 913.360.7117 if you experience symptoms, have questions, or need assistance. After hours, students may call the Amberwell Health (formerly Atchison Hospital) at 913.367.7300 or, in an emergency, dial 911.

How will I continue making academic progress while in quarantine or isolation?

You will attend class remotely – not in person. All Benedictine College faculty are prepared to assist with the online delivery of your course content. Please notify your professors when you are required to quarantine or isolate. They will let you know how to access your course content during this time (it may be different in different classes). Please stay in communication with your professors during this time; they are prepared and eager to help.

The Student Success Center will arrange any necessary accommodations and classroom support, including monitoring of exams.

If you need a resource from the Benedictine College Library during this time, please contact Assistant Library Director Darla Meyer at 913.360.7516 or dmeyer@benedictine.edu to arrange delivery.

If I have additional questions about Benedictine College's quarantine and isolation protocol, who should I contact?

Feel free to contact the Laura O'Grady, the COVID-19 Coordinator, at logrady@benedictine.edu or 913.360.7118 if you have additional questions.