COVID-19 POSITIVE CASE PROCEDURE

**ALWAYS**
- Individuals who have COVID like illness or test positive for COVID must self-manage as per [provincial government recommendations](#).

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**Student Tests Positive**
- **Face to Face Course Setting**
  - Student self-manages illness according to Public Health recommendations
  - Class continues as scheduled

**Employee Tests Positive**
- Employee self-manages illness according to Public Health recommendations
- Work unit continues normal operations

**Course Instructor Tests Positive**
- Course continuation options include substitute instructor, recorded lecture/posted reading, and temporary remote delivery (if the instructor is largely asymptomatic). Decision to be made through consultation between the course Instructor and Department Head/Associate Dean
- Communication regarding course continuation plan will be sent from the instructor and/or faculty/department as soon as possible to students via email and/or UR Courses

**Disruption to quality teaching & learning experience due to multiple student illness related absences**
- Instructor notifies the Department Head and Associate Dean. The Dean can be engaged as required
- Instructor, in consultation with the department head or associate dean, and HSW will assess the possibility of course alternatives (temporary remote, posted readings, recorded lectures, move to hyflex learning)
- Communication regarding course continuation plan will be sent from the instructor and/or faculty/department as soon as possible to students via email and/or UR Courses

**Disruption to work area due to multiple illness related absences outside of class settings (research area, work unit)**
- Manager/PI/Director, in consultation with Associate Dean, Associate Vice-President, and HSW to make decisions regarding business continuity and service disruptions
- Communication regarding business continuity sent from manager/supervisor to workgroup/unit/campus via email or handout

1 March 2022