

September 4, 2020

**Guidance for Child Care Administrators:
What to Do When You Have a Suspected or Confirmed COVID-19
Case in Your Facility**

If you become aware of a person with suspected or confirmed COVID-19 case who is a child, staff member, or volunteer at your facility, please notify your assigned child care licensing specialist or if unavailable, call or email the Child Care Licensing Program and you will be connected to an available specialist. If additional support is needed, you may be connected with a nurse consultant.

We have a suspected or confirmed case of COVID-19 in our childcare community. What should we do?

A “suspected case” is a person who shows symptoms of COVID-19 but has not yet been tested or is waiting for test results.

A “confirmed case” = a person (with or without symptoms) who received a positive result from a COVID19 laboratory test.

- 1. Make sure that any child or staff person with suspected or confirmed COVID-19 stays home until cleared from isolation by public health. If a person becomes sick with symptoms of COVID-19 while at the childcare, they should go home, get tested, and isolate while awaiting test results.**

A person with suspected or confirmed COVID-19 may return to childcare when it has been:

- 10 days since symptoms began or person tested positive **AND**
- at least 24 hours since fever has resolved (without fever-reducing medication) **AND**
- symptoms have improved

CDC’s “[10 things you can do to manage your COVID-19 symptoms at home](#)” has helpful recommendations for people with suspected or confirmed COVID-19.

- 2. What do we do for staff and children who had close contact with the person suspected or confirmed to have COVID-19?**

“Close contact” means being within 6 feet of an infected person for a total time of 15 minutes or longer starting from 48 hours before they started showing symptoms (or, for individuals with no symptoms, 48 hours before the date the positive test was collected) until the time the infected person is isolated. Close contact also happens if someone with COVID-19 coughs on you, kisses you, shares utensils with you, or you have contact with their body fluids.

- Inform all staff and families in your child care community who had close contact with the individual while they were showing symptoms or in the 48 hours before symptoms began or 48 hours before the person’s positive test, if they have no symptoms.
- Ask staff and children who had close contact with the confirmed or suspected person to stay home and watch for symptoms for 14 days from their last contact with that person.

Examples of COVID-19 symptoms include: cough, shortness of breath or difficulty breathing, fever (100.4F or higher), chills, congestion or runny nose, headache, muscle or body aches, sore throat, fatigue, nausea or vomiting, diarrhea, new loss of taste or smell, or other signs of new illness that are unrelated to a preexisting condition (such as seasonal allergies).

- Advise anyone who develops symptoms of COVID-19 during this 14-day period to get tested.
- Testing is also recommended for people who do not have symptoms 7-14 days after their last exposure.
- Testing is recommended but not required. People with symptoms who do not wish to be tested should isolate at home for 10 days and until cleared by public health.
- More information and a list of testing sites in Anchorage is available at [this link](#).
- A negative test still requires the person to stay home for 14 days after the last contact with the infected individual. A negative test only means the person doesn’t have COVID19 at the time of testing, but they may test positive later within the 14-day window.

NOTE: Families working in essential services (such as health care workers and first responders) who are able to keep their child at home and out of child care during this 14-day symptom watch period *without* affecting these vital services should do so.
However:

- Childcares are allowed to continue serving families working in essential services (e.g. healthcare, janitorial, or grocery workers) who do not have this option, as

long as the child remains well. The decision to stay open will be up to each childcare facility.

- Childcare providers who care for children of essential workers *may* continue to work during the 14-day symptom watch period if they:
 - do not have symptoms AND
 - wear a cloth face covering at all times while working in the childcare facility
- Advise families to not send their children to other childcare facilities while recovering from illness or watching for symptoms.
- Advise staff to not work at other childcare facilities while recovering from illness or watching for symptoms.
- **Clean and Disinfect your facility** Refer to the CDC's [Cleaning and Disinfecting Your Facility](#) for more information.
- **Maintain communication with staff and families.**
 - Remind families to keep you updated on their health and well-being and to notify childcare if anyone they live with develops symptoms.
 - Include messages to address potential stigma and discrimination.
 - Maintain confidentiality of children, students and staff members as required by the Americans with Disabilities Act (ADA) and the Family Education Rights and Privacy Act (FERPA).

What steps do we need to take when re-opening the facility to children?

- **Continuously communicate.** Advise all parents, children, staff, and volunteers about steps everyone can take to protect themselves and prevent further spread. These include staying home and away from the facility while sick; stay at least 6 feet (about 2 arms' length) from other people who are not from your household in both indoor and outdoor spaces, wearing a face covering that covers mouth and nose when in public places, especially if unable to stay 6 feet away from others (including in child care); reducing non-essential activities in the community; frequent handwashing for 20 seconds; and avoiding sick people. Face coverings should NOT be put on babies and children under age two.
- Follow CDC's [Guidance for Child Care Programs that Remain Open](#)
- Throughout the day:

- Visually inspect children for signs of illness. These could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.
- Perform routine environmental cleaning. Frequently clean, rinse, and sanitize or disinfect commonly touched surfaces (for example, doorknobs, light switches, countertops, and toys).

Thanks for all you are doing to protect your children and staff. If you have questions or need more information, please contact your assigned childcare licensing specialist, the Child Care Licensing Program, or myself.

Sincerely,



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