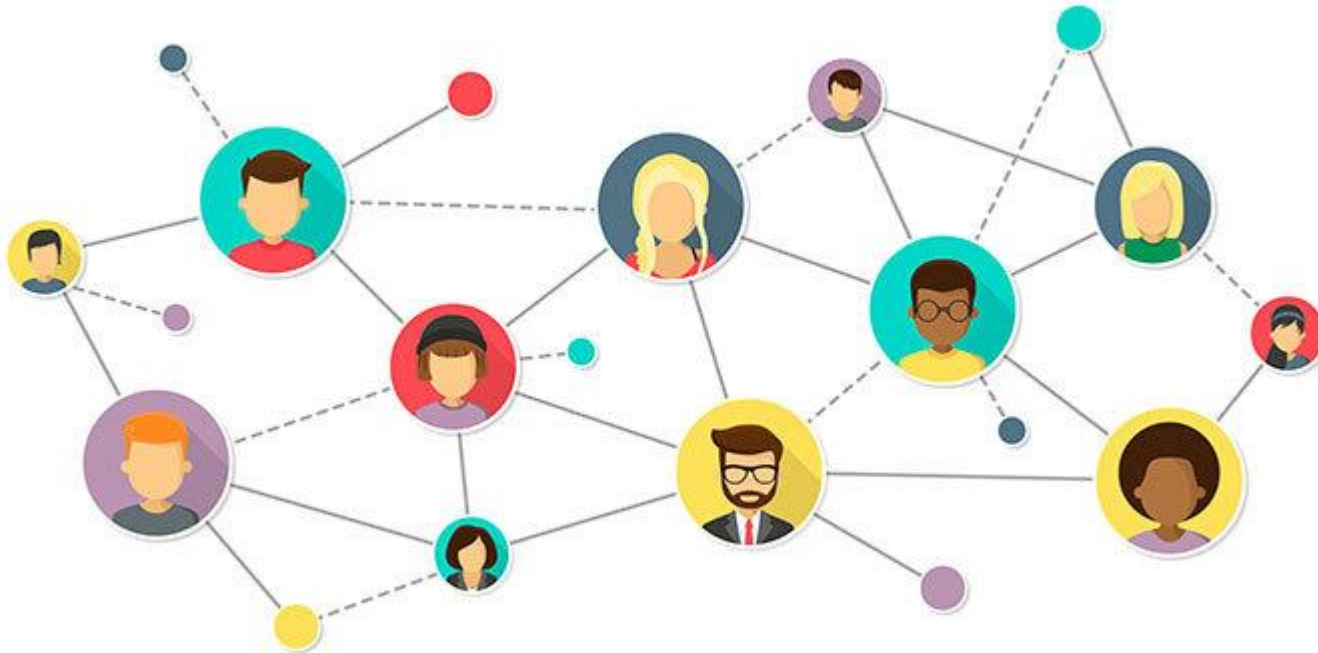


COVID-19 CONTACT TRACING PROTOCOL



Christopher Frazer, Psy. D.

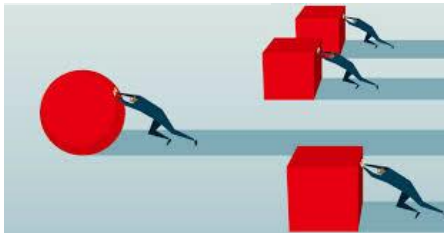
BRIDGEWATER STATE UNIVERSITY

Steven Zuromski, VP & CIO

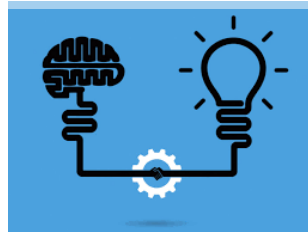
Contract Tracing Design

Goals

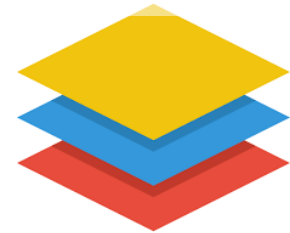
#1 Effective



#2 Innovative



#3 Multi-layered



#4 Cost Effective



#5 Consistent



#6 Documented



CONTACT TRACING

Data Sources

Bridgewater State University has designed a comprehensive multi-layered approach to contact tracing to rapidly identify and notify individuals potentially exposed to COVID-19.

Sources	Data Provided Via	Developed By
SafeSwipe	Argos Reporting	BSU IT
SafeScan	Mobile App Reporting	BSU Mobile App
CCURE	IT Systems Office	Third Party Vendor
Blackboard Transaction System (BBTS)	University Card Office	Third Party Vendor
Banner (Registration)	Registrar's Office	Third Party Vendor
COVID-19 Test Results	CareEvolve EMR	Broad Institute
Direct Communication	Individuals	N/A

CONTACT TRACING

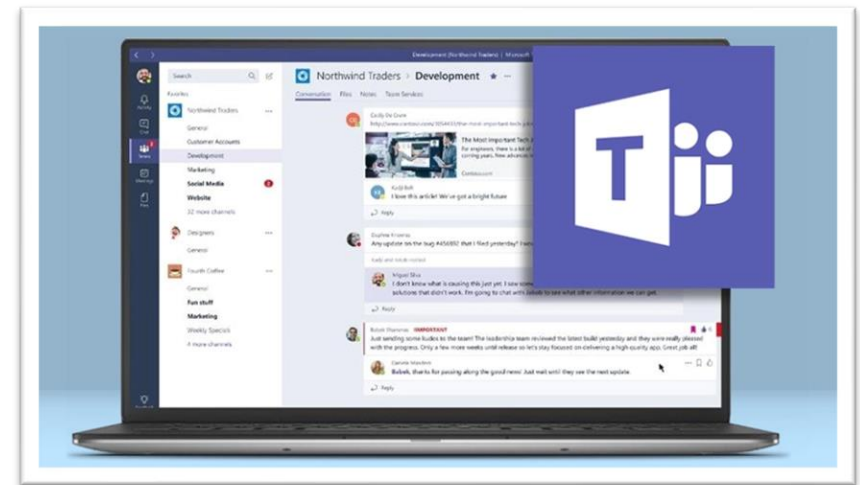


CareEvolve

COVID-19 information comes in initially through our surveillance testing process, reported via the CareEvolve database provided by the Broad Institute.

INITIAL DATA SOURCES

Our process begins with information from our surveillance testing, direct reports from individuals impacted by COVID, and collaboration with the Contact Tracing Collaborative.



Microsoft Teams

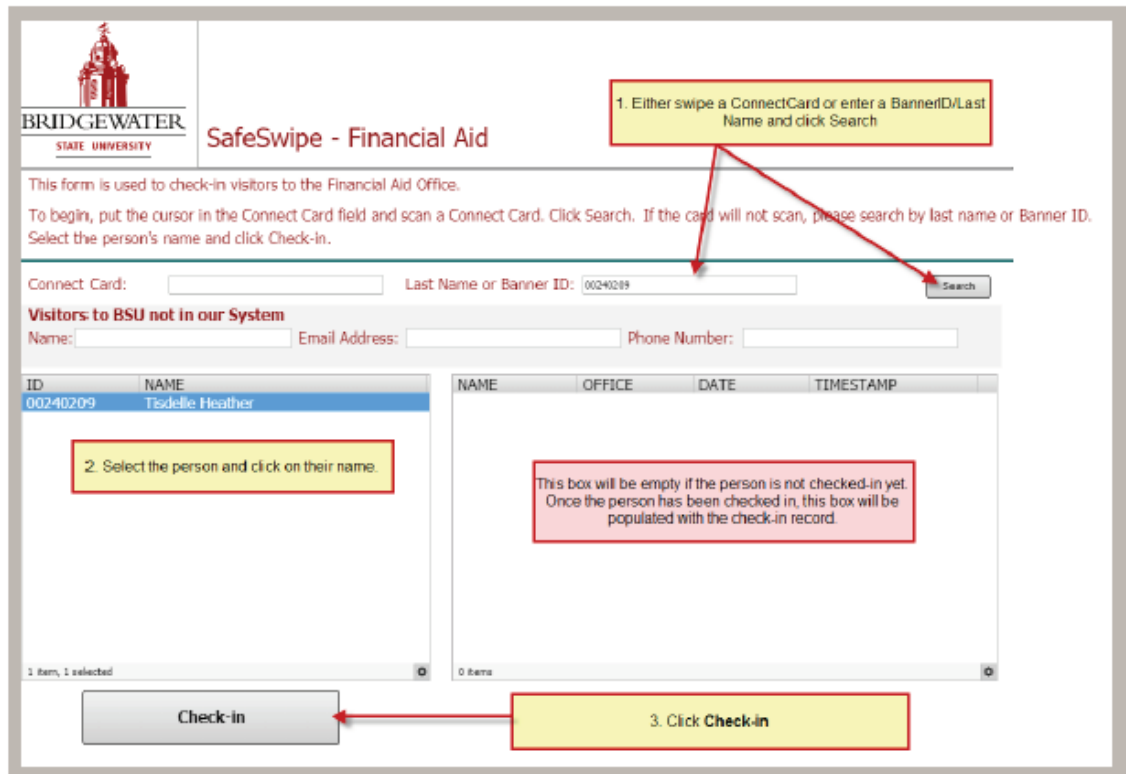
A contact tracing specific team has been created in MS Teams to coordinate rapid response and assign contact tracers to new cases.

CONTACT TRACING



DESCRIPTION

The IT Division has developed a contact tracing application to quickly “check-in” students, faculty or staff as they visit offices or other locations on campus using student ID.



BRIDGEWATER STATE UNIVERSITY

SafeSwipe - Financial Aid

This form is used to check-in visitors to the Financial Aid Office.
To begin, put the cursor in the Connect Card field and scan a Connect Card. Click Search. If the card will not scan, please search by last name or Banner ID. Select the person's name and click Check-in.

1. Either swipe a ConnectCard or enter a BannerID/Last Name and click Search

Connect Card: Last Name or Banner ID:

Visitors to BSU not in our System

Name: Email Address: Phone Number:

ID	NAME
00240209	Teedelle Heather

2. Select the person and click on their name.

NAME	OFFICE	DATE	TIMESTAMP
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This box will be empty if the person is not checked-in yet. Once the person has been checked in, this box will be populated with the check-in record.

1 item, 1 selected

3. Click Check-in

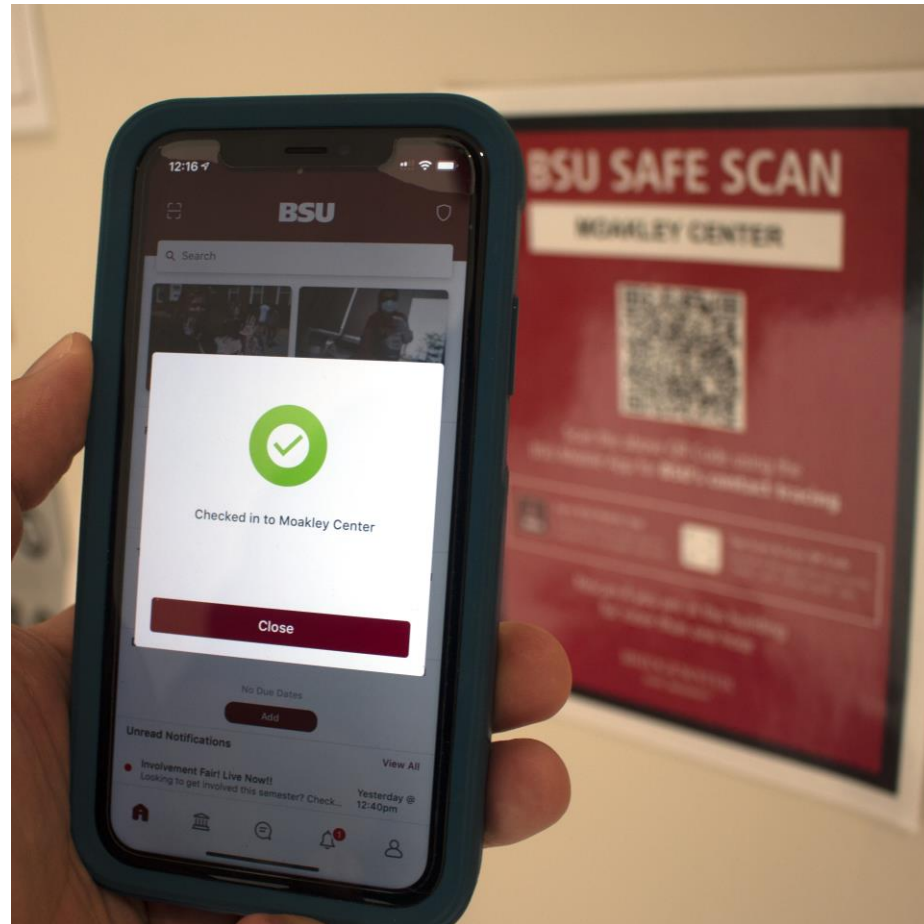
CONTACT TRACING

SafeScan



DESCRIPTION

The BSU Mobile App is used by 97% of students on the BSU campus and has native Quick Response (QR) Code scanning functionality. Over 500 signs deployed across campus.



BRIDGEWATER STATE UNIVERSITY

CONTACT TRACING

CCURE & Blackboard Transaction System (BBTS)

CCURE

All building access (administrative buildings and residence halls) is controlled by CCURE, the university's door access control system.



BBTS

All dining transactions, including vending machines, are processed and logged via BBTS and queried for contract tracing.



CONTACT TRACING

Registration & Confirmation



BANNER REGISTRATION

Ellucian Banner serves as the institution's Student Information System.



CONFIRMATION

Additional information derived from these data sources is compared against tracing team reports for final confirmation.

CONTACT TRACING

Process

Step 1

- Contact Tracing Manager will contact the individual (if contact hasn't already been established) infected with COVID-19.
- Obtain the individual's whereabouts during their window of infection & locations visited (dates and approximate times) on-campus during that window.

Step 2

- Contact Tracing Manager or designee sends an email to a designated email distribution list to initiate a contact tracing exercise.

Step 3

- Contact Tracing Manager or designee will obtain contact tracing reports from the sources.

Step 4

- Contact Tracing Manager or designee will analyze all data sources to identify a master list of individuals to be contacted regarding possible exposure to COVID-19.

Step 5

- Contact Tracing Manager or designee will contact any individuals that may be designated as "close contacts" of the individual with COVID-19.
- The Wellness Center will provide recommended next action steps for potentially exposed individuals.

Step 6

- Contact Tracing Manager or designee will enter a record the MS Teams Contact Tracing channel to track communication and documentation related to the active case.