

UFV COVID-19 OPERATIONS GUIDELINE

VOLUNTARY REPORTING OF A POSITIVE COVID-19 TEST RESULT

Overview

This document is intended to provide guidance for UFV students and employees indicating the course of action you may take to voluntarily report a positive COVID-19 test result or a COVID-19 exposure. Please understand that UFV supports your decision to disclose or not to disclose these results. You should not report a positive COVID-19 test result if you are not attending or working on campus, have not been on campus recently and do not plan to come to campus.

Who Are You?		Are you: <ul style="list-style-type: none"> • Attending class on campus? • Working on campus? • Have you been or will you come to campus (for any reason)?
Complete these steps for STUDENT Reporting	Student	<ol style="list-style-type: none"> 1) Inform your Instructor(s) as soon as you are aware of circumstances that will require your absence or inability to complete academic work. 2) Complete Student Declaration Form. 3) If you provide COVID related information to your instructor, <u>that information will be shared with UFV Risk & Safety.</u>
	Faculty	<ol style="list-style-type: none"> 1) Inform your Dean immediately without revealing the identity of the student 2) Complete a PASS report
	Dean	<ol style="list-style-type: none"> 1) Contact Risk & Safety immediately 2) Email ehs@ufv.ca 3) Inform the Provost
Complete these steps for EMPLOYEE Reporting	Employee	<ol style="list-style-type: none"> 1) Follow UFV Sick Leave policy 2) You are not required to advise your supervisor of COVID related information 3) You are encouraged, but are not required, to report a positive COVID-19 test result to Risk & Safety at ehs@ufv.ca
	Supervisor	<p>Note: It is important to respect the privacy of an employee’s personal health information and this information should not be shared with co-workers or other UFV employees.</p> <p>If an employee informs you of COVID related information, you may direct them to notify Risk & Safety at ehs@ufv.ca</p>

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If you have any questions or require advice about this guideline at UFV, please contact UFV Risk & Safety at risksafety@ufv.ca. Faculty members can find more information [here](#).

Notice: Information about an individual's positive COVID-19 test result is collected by the University of the Fraser Valley ("UFV") under the authority of section 26(a) and (c) of the *Freedom of Information and Protection of Privacy Act* and Section 9 of the *Public Health Act*. This information will be used only to mitigate potential risks to the UFV community.

You are not required to disclose a positive COVID-19 test result to UFV. If you choose to make such a disclosure that information will be shared with UFV's Risk and Safety Office and any UFV employees involved in UFV's COVID response if such disclosure is necessary and authorized by the *Freedom of Information and Protection of Privacy Act*.

Questions about the collection of this information may be directed to: ehs@ufv.ca.