

COVID-19 Surveillance Testing Overview (Updated 1/22/21)

As part of the Westfield State University Safe Return to Campus Plan, and to promote the safety of the Westfield State community, all residential students, on campus commuter students and commuter students who are placed at an internship, clinical, or practicum site with a testing requirement will be required to participate in a scheduled COVID-19 surveillance testing program. On campus faculty, and staff are strongly recommended to participate in a scheduled COVID-19 surveillance testing program.

Westfield State contracted with the [Broad Institute](#), a biomedical and genomic research center with a COVID-19 diagnostic lab, founded in conjunction with Harvard University and MIT. Broad Institute uses the PCR (Polymerase Chain Reaction) test for the active presence of the COVID-19 virus, also known as a “point in time” test. In addition to surveillance testing the university will maintain guest restrictions, conduct symptomatic student testing, contact tracing, and isolation and quarantine protocols. These measures are aligned with the Massachusetts State Control Plan.

Testing Process

Testing will occur on campus in the University Hall Multi-Purpose Room at no cost to participants. Results are expected within 24-36 hours of receipt at the Broad Institute’s diagnostic center. Testing will begin on January 23, 2021 and continue throughout the spring semester.

Test Results

The University’s Student Health Services (SHS) department will have access to student test results. If a student’s test result is positive, a staff member in the SHS will contact the student to review next steps including the student’s isolation plan, campus contact tracing, and to offer support.

Positive results may be disclosed to other University staff as required. Students are encouraged to notify faculty if they test positive and are unable to attend class, virtually or in person. Employees testing positive will have their test results sent to the Office of Human Resources, Inclusion, Diversity and Equity. Employee (OHRIDE) health information will not be shared with other faculty or staff. All members of the campus community testing positive will be shared with the Community Tracing Collaborative (CTC), the Massachusetts State Department of Public Health (MDH), and the Westfield Health Department (WHD).

The University will make every attempt to conduct retesting on the next business day if the test results involve an Invalid or Test Not Performed (TNP).

Next Steps, When a Test Is Positive Isolation

Students testing positive for COVID-19 will be required to isolate in designated campus housing (unless other arrangements are made for a student to isolate off campus) for a minimum of 10 days, symptoms must be declining for 24 hours prior to being released from isolation. Prior to returning to campus activities, the student will need clearance from SHS.

Contact Tracing

SHS medical staff will work with the CTC MDH, and the WHD to conduct contact tracing in order to identify close contacts who may have been exposed to COVID-19. Close contacts may be required to quarantine for 14 days as directed by public health officials. Students are strongly encouraged to answer their phone or respond to a message from the CTC, Community Tracing Collaborative.

Faculty and Staff

Faculty and Staff who test positive will be given guidelines by the OHRIDE and or their local Health Department. Faculty and staff who test positive will be required to isolate at home for a minimum of 10 days prior to returning to campus/work. OHRIDE will work with CTC to conduct contact tracing in order to identify close contacts who may have been exposed to COVID-19. Close contacts may be required to quarantine for 14 days as directed by public health officials.

Testing Schedule and Participants

Students

- **All residential students are required to submit to the university a negative molecular PCR (polymerase chain reaction) test that is performed between January 14-22, 2021 prior to gaining access to residence halls and academic buildings on campus for the spring 2021 semester. Beginning Jan. 15, negative results can be submitted online through the “Spring 2021 Negative COVID Test Confirmation” form available in students’ MyHousing account. Please present a hard copy of your test result at the time of your onboard test also. The University will not accept a rapid, same-day antigen test.**
- All residential students are required to participate in weekly surveillance testing.
- Students participating in an academic program who are required to test, who do not live on campus or commute to campus, are able to participate in weekly surveillance testing.
- All season student-athletes participating in competition who do not live on campus or commute to campus are required to participate in weekly surveillance testing.
- Commuter students with a minimum of one in-person class are required to participate weekly surveillance testing.
- Students with a 100% remote course schedule and who do not come to campus at any time will not participate in the campus testing program.
- Testing frequencies may change based on community testing results and guidance from public health officials.

Staff

- All staff members scheduled to be on campus, who have any level of contact with students, faculty/staff or the public are strongly recommended to participate in a mandatory weekly testing program.
- Staff members who work remotely and do not come to campus at any point will not be allowed to participate in the campus testing program.
- Testing frequencies may change based on community testing results and guidance from public health officials.

Faculty (Full and part-time)

- Faculty members teaching in a hybrid or normal course modality are strongly recommended to participate in a weekly testing program.
- Faculty members teaching in a remote only format will not be allowed to participate in the campus testing program.
- Testing frequencies may change based on community testing results and guidance from public health officials.

Inclement Weather

- If it becomes necessary to cancel or delay the University due to weather or other emergency, the University will notify the campus community when testing will occur.
- If your scheduled testing day is canceled due to weather, your “make-up” testing date will be that Friday, unless otherwise announced.
- Should inclement weather cause the postponement of onboard testing on January 23-25, testing and move-in will move to the following day.

Spring 2021 Move In

Move-in times will occur Saturday-Sunday, January 23-24, 2021. Available times will begin at 9AM and end at 5PM each day. Students will be permitted to have as many guests with them as they would like during their day/time; however, only one guest will be permitted in the residence hall with the student at a time. In order to follow the CDC's recommendations around physical distancing, a small number of students will be

able to register for each drop off period.

Selecting a Move-In Period

All students living on campus for Spring 2021 will be eligible to select their Move-In Period beginning on Monday, January 4, 2021 at 9AM. Follow these steps to quickly make your selection:

1. Log into your MyHousing account
2. Go to the section on your Home page that says *Room Assignments* (be sure the Spring 2021 semester is selected)
3. Click on the drop down list of days/times and select the one you want from those available
4. Once you have selected the day/time you want click on the button *Update My Time*
5. The page will reload and you are all set!

Glossary

- **Close Contact:** criteria for determining whether the contact with an infected individual warrants quarantine, based on proximity, length of time in contact, environment context (e.g., large room, outside), active symptoms of the infected person with whom contact is made.
- **Contact Tracing:** A public health campaign or program that reaches out to individuals who have tested positive for COVID-19, and contacts of these individuals. This will help reduce the spread of the disease and ensure the individuals have the support they need to isolate or quarantine. The names of individuals who have tested positive are not released to their contacts. Information provided will be kept confidential.
- **Isolation:** The physical separation of people who test positive or have a contagious disease from people who do not have the disease.
- **Molecular (PCR) COVID test:** a diagnostic test that uses polymerase chain reaction (PCR) to detect virus' genetic material from a nasal or throat swab or saliva. PCR must be completed in a lab setting, so it takes a few days to get results, but those results have a high level of accuracy.
- **Quarantine:** The physical separation and restriction of movement of people who have been exposed to a contagious disease, for monitoring for development of illness.

Spring 2021 Testing Plan				
Group	Dates	Number	Frequency	Tests
All Students Faculty/Staff Onboarding	January 23-25	2,350	Pre-Opening (1)	2,260
All Students	January 31-May 7	2,050	Weekly (14)	27,440
Faculty/Staff	January 31-May 7	600	Weekly (14)	8,400
			Total Tests:	38,100

Testing Group	People
Group A	Residential Students
Group B	Commuters A-K
Group C	Commuters L-Z
Group D	Student Athletes
Group E	AFSCME/APA-Dining
Group F	AFSCME-Non-Dining
Group G	APA-Non-Dining
Group H	Faculty – Tuesday Classes
Group I	Faculty 2 – Wednesday Classes
Group J	Faculty 3 – Thursday Classes
Group K	NUPs

Onboarding and Move-In Schedule

Dates	Saturday	Sunday	Monday
January 23, 2021 9:00a-5:00p	Residential (600) Commuter A-C (230)		
January 24, 2021 9:00a-5:00p		Residential (110) Commuter D-R (691)	
January 25, 2021 9:00a-4:00p			Commuter S-Z (232) Fac/Staff (300) Overflow

Dates	Tuesday	Wednesday	Thursday
February 2, 3 & 4, 2021 9am - 4pm	Group A, E, H (850)	Groups B, D, F, I (840)	Groups C, G, J, K (820)
February 9, 10 & 11, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
February 16, 17 & 18, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
February 23, 24 & 25, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
March 2, 3 & 4, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
March 9, 10 & 11, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
March 16, 17 & 18, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
March 23, 24 & 25, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
March 30, 31 & April 1, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
April 6, 7 & 8, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
April 13, 14 & 15, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
April 20, 21 & 22, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
April 27, 28 & 29, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K
May 4, 5 & 6, 2021 9am - 4pm	Group A, E, H	Groups B, D, F, I	Groups C, G, J, K

Based on the following population:

- Residential Students: 710
- Commuter Student Population: 1,150
- Commuters with Academic Requirement: 50
- Student Athletes: 50
- Faculty/Staff: 600
- 2,560 tests/week