



PROTOCOL OF ACTION IF A COVID-19 COMPATIBLE CASE OR A CLOSE CONTACT IS IDENTIFIED

10 October 2020

1. COVID-compatible cases

A COVID-compatible case is someone who has either been diagnosed with COVID-19 (with or without symptoms) or has (or has recently had) COVID-19 compatible symptoms. COVID-19 compatible symptoms are any of the following: fever (from 36.9 degrees Celsius), chills, feeling feverish, cough, headache, sore throat, runny or stuffy nose, shortness of breath, muscle pain, loss of smell or taste, diarrhea, vomiting, or unusual tiredness.

Members of the CEMFI community who are COVID-compatible cases:

- Will contact the medical authorities as soon as possible and follow their indications (the contact number is (+34) 900102112, or 112 if it is an emergency).
- Will quarantine themselves until the medical authorities indicate otherwise.
- Will inform CEMFI immediately that they are a COVID-compatible case (see the email address below).
- Will also inform CEMFI immediately if notified of a positive COVID-19 test result.
- Will not enter CEMFI's premises until:
 - If they develop symptoms, when they are authorized to end their quarantine by the medical authorities, but no earlier than ten days after the onset of symptoms, having had at least three days without symptoms.
 - If they do not develop symptoms, when they are authorized to end their quarantine by the medical authorities, but no earlier than ten days after the COVID-19 test date.
- If the medical authorities have formally ruled out COVID-19 as a diagnosis, they may return to CEMFI's premises as long as the medical authorities allow them to end their quarantine.
- If they have been diagnosed as having COVID-19 in the previous three months, with a positive result in a detection test, they may be exempted from these rules if allowed by the medical authorities.

Upon learning of a COVID-compatible case among its community members, CEMFI will:

- Clean and disinfect the workplace, classrooms, etc., where the person has been and the equipment that he/she has used before these can be used again.
- Inform the person's known close contacts (if they belong to the CEMFI community).

2. Close contacts

A close contact is a person who has been at a distance of two meters or less (with or without a mask) for more than 15 minutes in total in the 48 hours prior to the onset of symptoms of the COVID-compatible case. If the COVID-compatible case has not developed any symptoms, then the 48 hours are counted prior to the time when the COVID-compatible case had the COVID-19 test done.

Members of the CEMFI community who are close contacts:

- Will contact the medical authorities as soon as possible and follow their indications.
- Will quarantine themselves until the medical authorities indicate otherwise.
- Will inform CEMFI immediately of being a close contact (see email addresses below).
- Will also inform CEMFI immediately if notified of a positive COVID-19 test result.
- Will not return to CEMFI's premises until the following conditions hold:
 - If they develop symptoms, they will follow the rules for COVID-compatible cases above.
 - If they do not develop any symptoms and they do not cohabit with the COVID-19 compatible case, they may return to CEMFI's premises no earlier than the latest of the following two dates: ten days after the person who they were a close contact of had a COVID-19 test done or ten days after they last met this person.
 - If they do not develop any symptoms and they cohabit with a COVID-19 compatible case, they may return to CEMFI's premises no earlier than ten days after the COVID-19 compatible case is authorized by the medical authorities to end the quarantine. However, if the COVID-19 compatible case has held a quarantine that is shorter than ten days or that ends without the person having been three days without symptoms, the ten days should be counted after the minimum number of days that are needed to meet these two conditions are added.
 - If the medical authorities have formally ruled out COVID-19 as a diagnosis for the COVID-19 compatible case, then the close contact may return to the premises.
- If they have been diagnosed as having COVID-19 case in the last three months, with a positive result in a detection test, they may be exempted from these rules if allowed by the medical authorities.

Upon learning of a close contact among its community members, CEMFI will disinfect the workplace, classrooms, etc., where a close contact has been and the equipment that he/she has used before they can be used again.

A person who is waiting for the result of a COVID-19 test or is living with someone who is will not enter CEMFI's premises even if the case is not included in the cases indicated above.

3. Other important information

CEMFI will always follow the rules and recommendations made by the Spanish authorities. This protocol will be revised whenever needed to ensure compliance with them. CEMFI will keep all individual information regarding COVID-compatible cases and close contacts strictly confidential, except for its duty to keep the medical authorities informed.

To contact CEMFI for COVID-19 related questions or cases, please write to: supervision@cemfi.es