



NPS Action Steps for Managing and Reporting COVID-19 Cases Among Commercial Service Providers, Contractors, and Partners

Updated May 5, 2022

Thank you for notifying the NPS Office of Public Health about COVID-19 cases in our NPS community. Please review the information provided below to reduce COVID-19 transmission and prevent additional cases. This updated guidance is in line with [CDC guidance](#).

Employee-specific information must be kept confidential and abide by applicable law and organization policy.

1. Report cases and clusters.

- For NPS employees, all confirmed COVID-19 cases should be reported through the [NPS Reporting Tool for COVID-19 in Employees and Volunteers](#). COVID-19 cases for volunteers who have been working in a park or park office should be reported as well. To avoid duplicate reporting, a single person should be identified to report the case.
- For concessioner/partner/contractor cases, only cases that are part of clusters should be reported. A cluster is defined as a positive SARS-CoV-2 test (antigen or PCR) within a two-week period in three or more people who live, work, or recreate together in a park or park office. Cases that are part of a cluster should be reported to the [Regional Public Health Consultants](#), who can enter them in the NPS Reporting Tool for COVID-19 in Concessioners, Contractors, and Partners.
- See Appendix A and Definitions below on the information needed to collect.

2. Ensure that all confirmed positive or symptomatic people are isolated from others and have the CDC guidance on [what they should do if they are sick](#) and know to seek [treatment as appropriate](#). They can return to work when they have met the [CDC criteria to leave isolation](#).

- In general, following a positive test for COVID-19, cases should isolate for 5 days from when symptoms began (or if there were never any symptoms, then 5 days from when the positive test was done).
- If after 5 days have passed AND if the employee has been free of symptoms associated with COVID-19 or other infectious disease for at least 24 hours, they can return to an NPS workplace but should continue to watch for symptoms, wear a well-fitting mask, and avoid environments where they may be unmasked around others for 5 additional days. (Loss of taste and smell may persist for weeks or months after recovery and need not delay the return to work.)
- Longer isolation might apply to those who are healthcare workers, those who plan to travel, and those who are immunocompromised or have severe disease.

3. Notify close contacts. Cases should [inform any close contacts](#) about their potential exposure, so close contacts can [quarantine \(if not up-to-date with vaccinations\)](#), [get tested](#), wear [well-fitting masks](#), take [travel precautions](#), and [seek treatment](#) as appropriate. Quarantine instructions differ for Group A and Group B, as described in the definitions below.

- **Group A close contacts are [up to date](#) with vaccinations and do not need to quarantine.** Close contacts in this group should get tested at least 5 days after close contact. Watch for symptoms and wear a well-fitting

mask while around other people for 10 days from the date of last close contact. Regardless of vaccination status, if a close contact develops symptoms, they should isolate and get tested immediately. If they test positive, they should continue to isolate.

- **Group B close contacts** are not [up to date](#) with vaccinations and should quarantine for at least 5 days from the date of last close contact. The close contact should wear a well-fitting mask when around others for 10 days from the date of the last close contact with someone with COVID-19. If the close contact does not have COVID-19 symptoms, they should watch for symptoms for 10 days and get tested at least 5 days after the close contact. If they test positive, they should continue to isolate.

4. Encourage COVID-19 prevention measures, as appropriate. These include:

- [COVID-19 vaccinations](#) and [booster doses](#).
- [Testing](#). People should [test](#) if they have [symptoms](#); if they have had [close contact exposure](#) to someone with COVID-19; and in some [travel](#) situations. People may also choose to test before going to an indoor event or gathering.
- Masking, as directed by [NPS policy](#). Mask recommendations are based on [CDC COVID-19 Community Levels](#). People should also wear masks if they have suspected COVID-19, are in isolation because of a positive COVID-19 diagnosis, or are quarantining because of a close contact exposure.
- Physical distancing and avoiding crowds.
- Cleaning and disinfection per [CDC cleaning and disinfecting guidance](#). If a sick person or someone who tested positive for COVID-19 has been in an area/facility within the last 24 hours, you should clean and disinfect the spaces they occupied.
- Adequate ventilation, per [CDC ventilation guidance](#).
- Washing hands and covering coughs and sneezes.
- Monitoring health and following [CDC guidance if symptoms develop](#).

5. Respond, with the involvement of the NPS Office of Public Health (OPH) to COVID-19 clusters. The NPS Office of Public Health defines a cluster as a positive SARS-CoV-2 test (antigen or PCR) within a two-week period in three or more people who live, work, or recreate together in a park or park office. In these cases:

- Maximize prevention efforts as described above.
- Enact additional control measures, as applicable to the situation. For example, if a cluster is identified associated within common areas (such as gyms or recreational areas), consider temporarily closing the common areas to reduce transmission.
- Consider broad-based communications (e-mail, fact sheets, posters) to all individuals in the affected setting (workplace, housing, social group) notifying them of the outbreak so that they can test and adopt additional prevention and control measures. Communications tools are on the [CDC website](#).

Finally, the NPS Office of Public Health is available to assist as needed. Please [contact us](#) if you'd like to discuss the cases or any of these recommendations further. We can also be reached through publichealthprogram@nps.gov.

Appendix A: Information for Reporting COVID-19 Cases Among NPS Employees and Volunteers

Question	Documented Answer
Is the person an NPS employee, NPS volunteer, concessioner, contractor, partner, or other?	
Has the person experienced symptoms of COVID-19 ? If yes, did they experience those symptoms while in the park or NPS facility while infectious? If yes, when did they first begin to feel ill?	
Has the person received a positive viral diagnostic COVID-19 laboratory test result (not serology/antibody test)? If yes, what was the date that the COVID-19 diagnostic laboratory test was done?	
Was the person previously directly exposed to a confirmed or suspected COVID-19 case? If yes, what was the circumstance of the exposure? (In the park on official duties, in the park not on official duties, community exposure, unknown).	
Is the person currently isolating from others? If yes, what date did they start isolating themselves?	
What is the person's job?	
Does the person live in shared park housing?	
Have close contacts been informed and directed to CDC's quarantine guidance ?	
Has the person recovered? If not yet, please notify your Public Health Consultant when they have met the CDC criteria to return to work.	
Please describe the COVID+ person's vaccination status (Fully vaccinated; Not yet fully vaccinated; Not vaccinated; Decline to respond)	

Appendix B: Definitions

Infectious period: We define the infectious period as beginning 2 days before symptom onset until 10 days after symptom onset (or, if the person never had symptoms, then from 2 days before a positive test was done until 10 days after the positive test was done). However, the majority of transmission occurs early in the course of illness, generally in the 1–2 days prior to onset of symptoms and the 2–3 days after the onset of symptoms.

Group A: We define Group A as being [up to date](#) on all recommended vaccine doses, which for most people means having been boosted, or having completed the primary series of Pfizer or Moderna vaccine within the last 5 months, or having completed the primary series of J&J vaccine within the last 2 months. Group A also includes people who had confirmed COVID-19 within the last 90 days.

Group B: We define Group B as not being [up to date](#) on all recommended vaccine doses, which for most employees means having completed the primary series of Pfizer or Moderna vaccine over 5 months ago and are not boosted, or having completed the primary series of J&J over 2 months ago and are not boosted, or are unvaccinated.

Close contacts: We define close contact as being within 6 feet for a total of 15 minutes or more over a 24-hour period with an infectious person. Close contacts can also be defined as those providing care to someone sick with COVID-19, having direct physical contact with the person (hugged or kissed them), shared eating or drinking utensils, or being sneezed or coughed on or somehow getting respiratory droplets on them.

Isolate: The separation of a person or group of people known or reasonably believed to be infected with a communicable disease and potentially infectious from those who are not infected to prevent spread of the communicable disease.

Quarantine: The separation of a person or group of people reasonably believed to have been exposed to a communicable disease but not yet symptomatic, from others who have not been so exposed, to prevent the possible spread of the communicable disease.