



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

Updated September 2, 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. This guidance provides the minimum level of response; individuals should also follow any additional guidance from their commercial service, contractor, or partner organization.

- 1. Report cases and clusters.** For commercial service provider, contractor, and partner 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. Clusters should be reported to the Regional Public Health Consultants (the concessions specialists can help with contact information). 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](#). CDC's [specific guidance for congregate housing](#) with high risk for secondary transmission may provide additional recommendations for isolation that should be followed.
- 3. Inform people who were exposed (close contacts) of the [precautions they should take](#).**
- 4. Encourage [COVID-19 prevention measures](#).**
- 5. [Clean and disinfect the facility](#), as recommended by in [CDC guidance](#).**
- 6. Be alert and respond to 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. Additionally, enact control measures, as applicable to the situation. These are some of the measures that parks have taken to prevent additional transmission:
 - Distributed messaging (email, fact sheets, posters) to park personnel on the increased transmission, including reminders on how to [prevent COVID-19](#). Communications tools are on the [CDC website](#).
 - Limited activities and settings in which crowding occurs, such as common spaces, gyms, and dining rooms.
 - Encouraged people to minimize large social gatherings, including those outside of work hours.
 - Notified the local health department and/or the local health care facilities, so they are aware of a potential increased need.
 - Facilitated vaccinations and testing as possible.

As a reminder, National Park Service volunteers are reported in the same process as National Park Service employees; contact your National Park Service volunteer coordinator with questions. If you have any specific questions about the cluster, please direct them to the Epidemiology Branch at publichealthprogram@nps.gov.

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

Question	Documented Answer
Is the person a 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 based on CDC isolation guidance ? 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 precautions guidance for those who have been exposed ?	
Has the person recovered? If not yet, please notify your Public Health Consultant when they have met the CDC criteria to return to work.	

Appendix B: Definitions

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.