## Notification procedure for positive COVID-19 tests – students

If you have tested positive for COVID-19, we ask you to notify your faculty. Inform your contact teacher, head of studies or another contact person assigned to you at the faculty.

The objective of this is to enable VID to enact safety measures and maintain an overview of the situation regarding infection at VID campuses.

If you have tested positive for COVID-19, you will have to go into isolation. VID will not divulge the reason for your absence, unless you have consented to this.

## Notification procedure for positive COVID-19 tests – employees

If you have tested positive for COVID-19, we ask you to contact your immediate superior.

The objective of this is to enable VID to enact safety measures and maintain an overview of the situation regarding infection at VID campuses.

If you have tested positive for COVID-19, you will have to go into isolation. VID will not divulge the reason for your absence, unless you have consented to this.

## Procedure for those who receive notification of a positive COVID-19 test from a student

As the recipient of the notification you must notify the dean or pro-dean for your faculty immediately.

The dean/pro-dean is responsible for further follow-up, including the overview of the number of students infected.

The dean/pro-dean notifies the head of campus, the head of preparedness and VID's close-contact coordinators:

Oslo: Hilde Egge

Sandnes: Marianne Kalvatn

Stavanger: Sissel Ravnås Gjøvikli

Bergen: Lena Jacobsen

Tromsø: Stine Solli Teigen

With the operations manager, the head of campus is responsible for infection control measures in areas of the campus where the infected person has been present.

## Procedure for those who receive notification of a positive COVID-19 test from an employee

As the recipient of the notification you must notify the dean or pro-dean for your faculty immediately.

The dean/pro-dean is responsible for the further follow-up, including the overview of the number of employees infected

The dean/pro-dean notifies the head of campus, the head of preparedness and VID's close-contact coordinators:

Oslo: Hilde Egge

Sandnes: Marianne Kalvatn

Stavanger: Sissel Ravnås Gjøvikli

Bergen: Lena Jacobsen

Tromsø: Stine Solli Teigen

As the immediate superior, you are responsible for follow-up of the employee's sickness absence.

With the operations manager, the head of campus is responsible for infection control measures in areas of the campus where the infected person has been present.

Procedure for VID's management, switchboard and any others who receive notification of ill students/employees from local health authorities

The local health authorities should be referred to the close-contact coordinator at the campus concerned.

Oslo: Hilde Egge

Sandnes: Marianne Kalvatn

Stavanger: Sissel Ravnås Gjøvikli

Bergen: Lena Jacobsen

Tromsø: Stine Solli Teigen

Approved 14 August 2020