



October 1, 2020

Dear HCCC Community,

We hope this email finds you well! It is hard to believe that we have been back on campus for eight weeks and are four weeks into the fall semester. On behalf of the entire Return to Campus Task Force, we thank you for your cooperation and feedback as we continue to operationalize our [Restart Plan](#).

We are hopeful that everyone in our community will remain healthy and the College is doing everything within its power to ensure this. However, we want to remind you how to report a positive COVID-19 case and the protocols we have in place in such cases.

If you have been on one of HCCC's campuses and have tested positive for COVID-19, please fill out the [COVID-19 Positive Cases Form](#). This form will ask for the date of the positive test and details about places you visited on campus. Please do not return to campus once you have tested positive. In the case of a student testing positive, either Dr. David Clark, Associate Dean for Student Affairs, or Lisa Dougherty, VP for Student Affairs and Enrollment/Co-Chair of the Return to Campus Task Force, will be in touch with you within 24 hours. In the case of an employee testing positive, either Anna Krupitskiy, VP for Human Resources, or Heather DeVries, Associate Dean of Academic Affairs/Co-Chair of the Return to Campus Task Force, will be in touch with you within 24 hours. We ask that you use this form over other forms of communication (i.e., email) in order to protect the individual's privacy.

In all positive cases, the colleagues named above will consult with members of the RTC Task Force's Health and Safety Sub-group to ensure proper protocols are followed. Any individual who may have been exposed to the person who tested positive will be contacted directly. We encourage you to familiarize yourself with the College's current [Positive COVID-19 Test Results Guidelines](#), which continue to be updated based on current guidance from the CDC.

Finally, the general [General Coronavirus Concern Form](#) is still available for Chromebook requests and general questions and concerns related to HCCC's response to the COVID-19 pandemic. The [Return to Campus](#) web page is an excellent resource for all information and Frequently Asked Questions related to COVID-19.

If you have any questions or concerns, please do not hesitate to reach out to return@hccc.edu.

Take care,

HCCC's Return to Campus Task Force

Lisa Dougherty
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