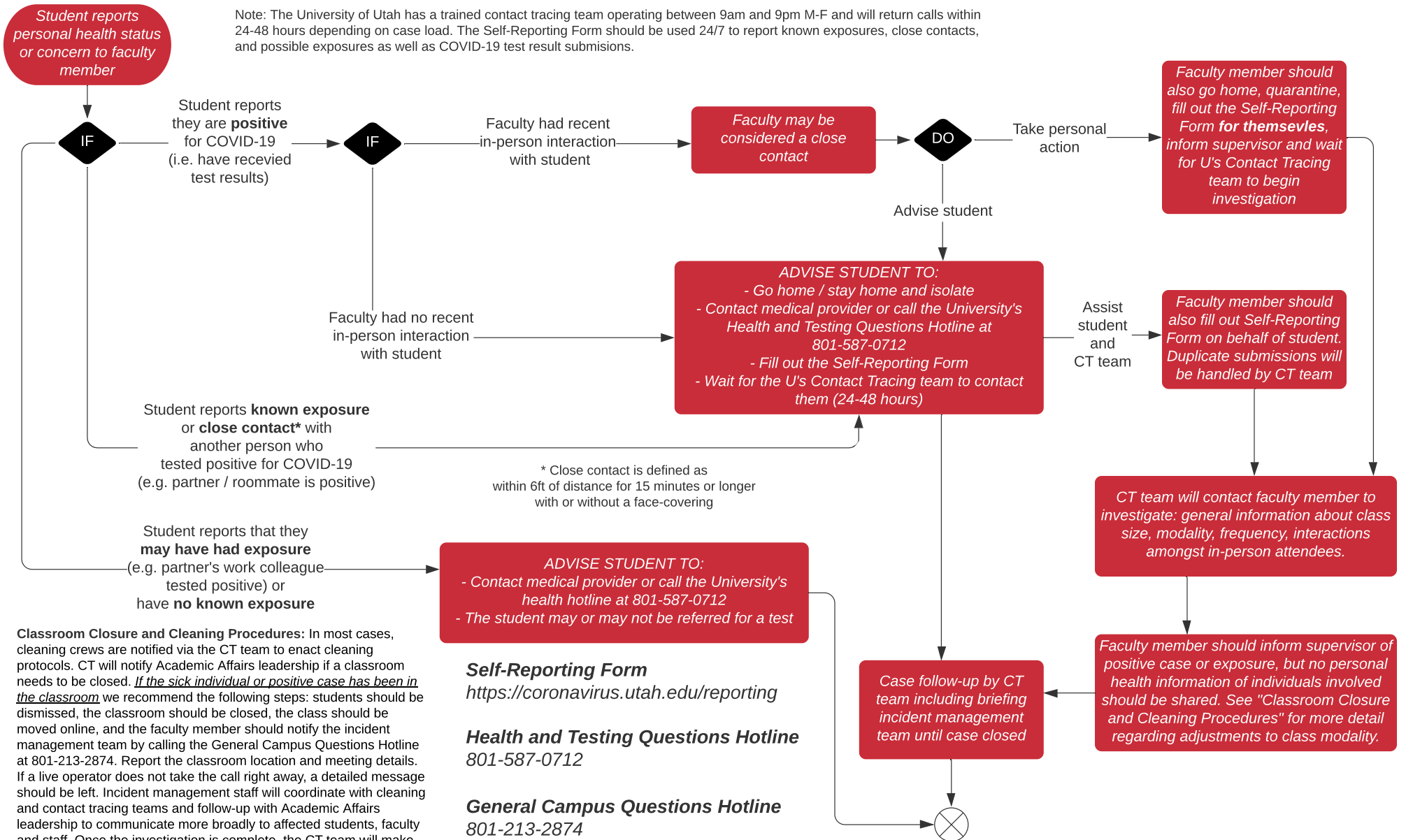


Note: The University of Utah has a trained contact tracing team operating between 9am and 9pm M-F and will return calls within 24-48 hours depending on case load. The Self-Reporting Form should be used 24/7 to report known exposures, close contacts, and possible exposures as well as COVID-19 test result submissions.



**Classroom Closure and Cleaning Procedures:** In most cases, cleaning crews are notified via the CT team to enact cleaning protocols. CT will notify Academic Affairs leadership if a classroom needs to be closed. *If the sick individual or positive case has been in the classroom* we recommend the following steps: students should be dismissed, the classroom should be closed, the class should be moved online, and the faculty member should notify the incident management team by calling the General Campus Questions Hotline at 801-213-2874. Report the classroom location and meeting details. If a live operator does not take the call right away, a detailed message should be left. Incident management staff will coordinate with cleaning and contact tracing teams and follow-up with Academic Affairs leadership to communicate more broadly to affected students, faculty and staff. Once the investigation is complete, the CT team will make recommendations for any further adjustments to class modality.

**Self-Reporting Form**  
<https://coronavirus.utah.edu/reporting>

**Health and Testing Questions Hotline**  
 801-587-0712

**General Campus Questions Hotline**  
 801-213-2874