



University of Pittsburgh COVID-19 Standards and Guidelines: Health Attestation and Contact Tracing for Employees

I. Purpose

This document details the University of Pittsburgh's (University) Standards and Guidelines on Health Attestation and Contact Tracing for employees. These Standards and Guidelines are applied to each of the University's COVID-19 operational postures (High Risk, Elevated Risk and Guarded Risk). More information on these operational postures and their gating criteria can be accessed at the following website: <https://www.coronavirus.pitt.edu/operational-postures>.

The Standards and Guidelines outlined below are subject to change as deemed necessary by the Senior Vice Chancellor for Business and Operations recommendation to the Senior Leadership Team and approval of the chancellor. Communication about the University's current Standards and Guidelines will be announced and posted on the following website: <https://coronavirus.pitt.edu/>.

The University will always operate in compliance with federal, state and local health standards and restrictions, including [Pennsylvania Department of Health guidance](#). The University reserves the right to implement additional health standards and restrictions that reflect the needs of the University and the health, safety and well-being of its community.

As conditions and circumstances change, this set of Standards and Guidelines may need to be revised.

II. Scope

The Standards and Guidelines below apply to the all employees (as defined below) on all campuses of the University.

III. Definitions

- A. **Contact tracing:** The process of identification and notification of persons who may have come into close contact with a person infected with COVID-19 during the time they may have been infectious and asking them to self-quarantine, monitor symptoms and/or referring them for testing.

- B. **Employee:** Refers to all full- and part-time faculty, staff, and fellows on all campuses.
- C. **Health self-attestation:** A declaration by an employee regarding whether they are known to have COVID-19, are experiencing symptoms of COVID-19, or are at greater risk of having COVID-19, as determined by Standards established by the Healthcare Advisory Committee.

IV. Required Health Self-Attestation

All employees who are confirmed by a health care professional to have COVID-19 must inform their supervisor, dean or department chair, and [MyHealth@Work](#) of their diagnosis. While in isolation those employees should use the Pitt health attestation application (COVID-19 Health Check) each day to document the status of their symptoms, unless authorized to use a different attestation method by the COVID-19 Medical Response Office. In addition, certain units may require their employees that work on campus to complete the health attestation before coming onto campus.

Employees who are required to complete a health attestation before coming to campus and knowingly provide false self-attestation answers may be subject to disciplinary action.

In addition to health attestations, employees may be required to submit to temperature checks and to provide other information necessary to reduce the risk of exposure to COVID-19 on the campus.

Any employee experiencing COVID-19 symptoms should not come to campus and should consult their health care provider and MyHealth@Work. See [Guidelines for Responding to Symptomatic Individuals](#) for information regarding steps to take if you are experiencing symptoms. Information regarding leave and accommodation requests related to COVID-19 illness can be found at <https://www.coronavirus.pitt.edu/covid-19-campus> before returning to campus.

V. Required Participation in Contact Tracing

As stated above, all employees who are confirmed by a health care professional to have COVID-19 must inform their supervisor, dean or department chair, and [MyHealth@Work](#) of their diagnosis. Such members must also participate in contact tracing efforts conducted by the COVID-19 Medical Response Office, or other University or public health officials, to identify and notify persons with whom the member may have come in close contact with during the infectious period. These requirements are applicable during all of the University's operational postures.

Employees who are confirmed positive or probable of having COVID-19 by a health care professional are not authorized to come to campus until they are medically cleared. MyHealth@Work will monitor their progress and recovery. Consult <https://www.coronavirus.pitt.edu/covid-19-campus> for further instructions.

VI. Privacy Protections for Health Information Provided

All health information provided by employees as part of the self-attestation and contact tracing protocols above will be maintained consistent with HIPAA and any other applicable privacy laws. The HIPAA Privacy Rule permits the University to disclose certain protected health information without the individual's authorization under certain circumstances. Permitted disclosures include:

- As necessary to treat the patient or to treat a different patient, including the “coordination or management of health care and related services by one or more health care providers and others.”
- To support the public health activities of public health authorities, such as the CDC or state or local health departments. Such public health activities may include contact tracing.
- To the family, friends and others involved in an individual's care.
- To prevent or lessen a serious or imminent threat to the health and safety of a person or the public.

Such disclosures must be limited to the “minimum necessary” to accomplish the purpose of the disclosure.

In addition, and if necessary, the University may disclose non-personally identifiable information about an employee's COVID-19 illness, so long as the University makes a reasonable determination that the employee's identity is not personally identifiable.

VII. Related Authorities, Guidance and Resources

[Pennsylvania Department of Health COVID-19 guidance](#)
[Process to Reopen Pennsylvania](#)
[University's COVID-19 Operational Postures and Gating Criteria](#)
[University's Standards and Guidelines](#)

VIII. Contact Information and Public Accessibility

This document is posted on the University of Pittsburgh COVID-19 Standards and Guidelines website and can be found at: <https://www.policy.pitt.edu/university-policies-and-procedures/covid-19-standards-and-guidelines>. For questions related to this document, please contact: Resilience Steering Committee at ResilienceSteeringCommittee@pitt.edu.