

THE EDUCATION UNIVERSITY OF HONG KONG

STUDENT AFFAIRS OFFICE

Handling Procedures for COVID-19 Cases in Student Halls, 2022-23

1. **If a student-resident has COVID-19 Symptom(s) / is considered as a suspected/confirmed case,**

- He/she is required to conduct the COVID-19 testing using Rapid Antigen Test (RAT) immediately.
- If the RAT test result is positive, he/she should take a photo of the test result immediately and report information via the Online Declaration System for Individuals Tested Positive for COVID-19 Using Rapid Antigen Test (<https://www.chp.gov.hk/ratp/>) as soon as possible on the day of testing or the day after, and also inform Warden/ Senior Tutor/ Hall Affairs Officer immediately.
- He/she should complete the Case report Form (*Appendix*) to provide the necessary information for Hall Affairs Officer's further follow-up, and provide a copy of his/her RAT upload for verification.
[If a student-resident has tested positive using nucleic acid test by the government or other recognized institutions, he/she should also report the case to the Hall Management using this Case Report Form.]
- He/she should report to the respective Hall Affairs Officer immediately upon receiving the Isolation Order from the Centre for Health Protection (CHP) and present the relevant proof for verification.
- While waiting for advice from the CHP, the students with no/mild symptoms may be required to stay at the temporary isolation facility on campus (if necessary) to be assigned by the University.
- He/she should complete the Isolation Order in the Government's isolation facilities as required.
- Upon the fulfillment of all discharge requirements, he/she is required to present all relevant supporting documents to the respective Hall Management Office when returning to the student halls.

2. **If a student-resident is considered as a 'close contact' of a RAT positive / confirmed case**

- He/she will be required to conduct the COVID-19 testing using Rapid Antigen Test (RAT) as soon as possible, and report the test result to the respective Hall Management Office immediately.
- He/she should complete the Case Report Form (*Appendix*) to provide necessary information for Hall Management Office's further follow-up.
- He/she should follow the advice and guidance given by CHP/SAO/EO for isolation arrangements.
- He/she should closely monitor his/her health condition, and consult a physician immediately if there is any COVID-19 symptom(s).

3. **For student-residents in the same hall,**

- They should not enter the room of the student-resident concerned while pending the advice from CHP/SAO/EO.
- He/she should closely monitor his/her health condition, and conduct a RAT immediately if there is any COVID-19 symptom(s).

Notes:

- *The Estates Office will carry out disinfection in the affected area(s) ASAP, as advised by CHP.*
- *The Warden and SAO will work closely with EO, EdUHK Emergency Task Force and CHP for necessary arrangement, and communicate with concerned hall-residents timely.*
- *The confirmed/close contact cases reported will be announced on the designated webpage for students' information (https://www.eduhk.hk/sao/info/student_halls/covid19_cases_at_student_halls).*

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Form for reporting / collecting information for a COVID-19 RAT Positive / Confirmed Case / Close contact case for Hall Residents

Information	Details required from the student-residents
1. Personal data:	<ul style="list-style-type: none"> • Student Name: • Gender • SID: • Programme: • Year: • Hall / Room no.: • Contact no.:
2. Vaccination status and infection history, if applicable	0 / 1 / 2 / 3 dose(s) completed Infection history (if applicable):
3. Nature:	RAT / Confirmed positive case / Close contact of a positive case
4. COVID-19 test:	(a) Rapid Test: Negative / Positive (Date: / /) (b) Gov't Test submission date: (Date: / /) (c) Gov't Test: Positive / Negative (Date: / /)
5. Current health condition:	Cough / Sore throat / Sneezing / Fever / Headache / Muscle and joint pain Others: _____
6. Current location / Status	Hall / Home / Quarantine Center / Hospital / Friend/ Relative's Home / Others: _____
7. Last day on campus / in hall:	
8. On-set date:	
9. Name of EdUHK members met 2 days before/after on-set date:	
10. Places on campus visited 2 days before/after on-set date:	
11. Hospitalization / compulsory quarantine period as informed by CHP:	
12. Other relevant information:	

Personal Information Collection Statement

Personal data provided as part of this form will be used for the purpose as stated in the form by the Student Affairs Office/Hall Management Office of respective Student Hall/Quarters. All personal data collected will be destroyed within 1 year. In accordance with the Personal Data (Privacy) Ordinance, holders of personal data have the right to access to and correct personal data submitted. If you wish to check or change the personal data submitted, please contact Student Affairs Office/Hall Management Office of respective Student Hall/Quarters.