Reporting Cases of COVID-19

SELF-REPORTED

Parent/guardian or employee self-reports positive case to the principal/site administrator.

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Principal/site administrator notifies the District School Health Office (DSHO) and initiates in-school/site contact investigation/tracing.

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Case is reported to FDOH.

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If deemed necessary, principal/site administrator implements mitigation strategies.

FDOH NOTIFIES DISTRICT OF CONFIRMED CASE

The Florida Department of Health (FDOH) notifies the DSHO of a confirmed case.

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The DSHO notifies the school principal/site administrator of confirmed case.

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Principal/site administrator initiates in-school/site contact investigation/tracing.

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If deemed necessary, principal/site administrator implements mitigation strategies.

As a part of the in-school/site contact investigation those individuals who are identified as coming in close contact with the individual that self-reported that they tested positive or confirmed by the FDOH will be personally notified. Additionally, all parents, students and employees from the school are notified that there is a case at the school/site.

As a result of the investigation, mitigation strategies are implemented immediately. The investigative process reviews the student/employees schedule, whether the student rode an M-DCPS school bus, participated in extracurricular activities or athletics, if there are any siblings attending in-person learning and other items that will assist with the investigation to determine close contact with the case. The DSHO and FDOH collaborate on all school/site contact tracing efforts to identify next steps (i.e. self-quarantine/self-isolation for select staff members/students, single classroom, multiple classrooms, and potentially whole school closure). Additionally, the entire school/worksite is thoroughly sanitized.

To report a case, parents should contact their child's school. After school hours and on weekends, cases can be reported by calling 305-995-3000. Employees should self-report directly to their supervisor.

Self-reported positive cases reported by employees are populated onto the M-DCPS Dashboard when the District receives the case and has been thoroughly reviewed by DSHO. Student cases reported by parent/guardian are not populated until FDOH confirms the case.