

Contact Tracing

Contact tracing is a public health function performed by local public health departments to trace all persons who had contact with a confirmed case of COVID-19. This allows public health officials to put in place measures to limit the spread of the virus. NYCLI will cooperate with state and local health department contact tracing. NYCLI will assist public health departments in knowing who may have had contact at school with a confirmed case by:

- keeping accurate attendance records of students and staff members;
- ensuring student schedules are up to date;
- keeping a log of any essential visitors which includes date, time and where in the school they visited; and
- assisting local health departments in tracing all contacts of the individual at school.

In the case of a staff member, parent/guardian, or student testing positive, the designated staff member will cooperate with the state and local health department as required to trace all contacts in the workplace, and the state and local health department where the site is located must be notified of all individuals who entered the site dating back to 48 hours before the staff, parent/guardian, or student first began experiencing COVID-19 symptoms or tested positive, whichever is earlier.

Confidentiality must be maintained as required by federal and state law and regulations.

**If you get a call from “NYS Contact Tracing” (518-387-9993),
PLEASE answer the phone.**