

Dear Colleagues:

As we enter the first weekend following the start of the academic year, I want to thank you all for what you have been doing to keep everyone safe. I also want to provide you with an important update to our efforts to prevent the spread of COVID-19. Our reporting and contact tracing protocols are in place to quickly identify positive cases and close contacts so that they can be properly isolated and quarantined. In addition, VU faculty and staff members (all VU locations) who experience symptoms consistent with COVID-19 are expected to take the following steps.

Have a wonderful and SAFE weekend!

Best regards,
President Johnson

If you have NOT been diagnosed but are experiencing symptoms associated with COVID-19, including:*

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| • <i>fever</i> | • <i>sore throat</i> |
| • <i>cough</i> | • <i>new loss of taste or smell</i> |
| • <i>new shortness of breath/difficulty breathing</i> | • <i>diarrhea</i> |
| • <i>chills</i> | • <i>nausea or vomiting</i> |
| • <i>shaking with chills</i> | • <i>congestion or runny nose</i> |
| • <i>muscle pain or body aches</i> | • <i>fatigue</i> |
| • <i>headache</i> | |

- **During normal University business hours** (8am-4:30 pm, ET, M-F)
Call the VU COVID Hotline, 812.888.4911

- **After hours/weekends**

1. Immediately do the following:
 - mask up
 - quarantine in your home and avoid contact with others
 - contact your direct supervisor
 - don't report to work
2. Call the VU COVID Hotline, 812.888.4911 first thing next business day
3. If symptoms worsen, contact a local medical provider or go to the emergency room

We are will also be advising students regarding what to do if they become symptomatic. **Both residential and commuter students at all Indiana locations who believe they have COVID-19 symptoms are being asked to call the VU COVID Hotline 24 hours a day, 7 days a week.** Our intent is to keep suspected cases from attending classes and labs until their status is clear.

*The list of COVID-19 symptoms continues to evolve as we learn more about this coronavirus, and symptoms can vary widely from person to person.