

To all
offices
of the University of Bonn
- excluding University Hospital Bonn (UKB) -

The Rector

Prof. Dr. Dr. h. c. M. Hoch
Postal address: 53012 Bonn,
Germany
Regina-Pacis-Weg 3
Phone: +49 228 73-7297
Fax: +49 228 73-7262
Rektor@Uni-Bonn.de

Bonn, September 14, 2020

Circular No. 71/2020
Procedure for (suspected) coronavirus cases

Dear Sir or Madam,

Infections have been on the rise again in Germany in previous weeks and inquiries about (suspected) cases have also been increasing in the University. The Rectorate is therefore once again reminding you of the detailed procedure to follow for (suspected) cases of coronavirus infection.

1. Procedure for respiratory symptoms and/or fever

As a general rule, persons with respiratory symptoms and/or fever (also see the [RKI Information Sheet](#)) must not be present on University premises. Persons who begin to experience these symptoms during work or an event on University premises (lectures, seminars, examinations, etc.) must leave immediately.

Persons with the above symptoms must contact a doctor (by phone) to arrange for a test, if necessary. The supervisor, event host or person in charge of the examination must be notified immediately so that persons at the University who were in direct contact can be identified and contacted, and home office or other measures can be taken, if necessary.

Section 3 provides a detailed description of the measures to be taken (also see the procedure flowchart in the annex).



2. Suspected coronavirus cases without symptoms

Contacts are suspected asymptomatic cases if they belong to [RKI](#) category I. The following persons belong to category I:

- Persons with a cumulative total of at least 15 minutes of face-to-face contact, e.g. during a conversation. This also includes, for example, persons living together in the same household.
- Persons that come into direct contact with secretions or bodily fluids, especially respiratory secretions from a confirmed COVID-19 case, e.g. from kissing, contact with vomit, mouth-to-mouth resuscitation, being coughed on, sneezed at, etc.
- Persons that were very likely exposed to a significant concentration of aerosol based on a risk assessment by the health authorities (e.g. during a party, group singing or indoor sports activities).

If a person living in your household is a suspected case, but neither you nor the person have symptoms, please remain in your home office, if possible, until the situation has been clarified. If the coronavirus test is positive, you are considered a category I contact (also see the RKI "[Contact tracing](#)" flyer).

3. Measures to take for suspected coronavirus cases

- Suspected cases and their category I contacts must work from a home office at least until the situation has been clarified. No other measures are required for persons satisfying the definition of a contact, however, if all occupational safety regulations (maintaining at least 1.5 meters distance, hand hygiene, protective acrylic glass shields (where applicable) and wearing a covering over mouth and nose when a minimum distance of 1.5 meters is not maintained) were observed beforehand, and the contacts do not show any symptoms.
- Direct supervisors must notify the Occupational and Environmental Safety Unit (arbeitschutz@uni-bonn.de) about suspected cases and the results of the investigations.
- Special cleaning or disinfection is not required. Normal regular ventilation should be maintained.



- There is currently no evidence of the virus being transferred via contaminated objects or surfaces. Smear infections due to contact with surfaces that were contaminated with the virus shortly before cannot, however, be ruled out. (Source: German Federal Institute for Risk Assessment (BfR))
- If a doctor attributes the symptoms to another cause or the test result is negative, the person may return to the University.

4. Measures to take for confirmed coronavirus cases

If a person's test result is positive, the health authorities will arrange for contact tracing to identify potentially infected contacts, if necessary, or issue an order for isolation or quarantine. Supervisors must, however, be in a position to provide contact information for possible contacts and information on the times the person's workplace was entered and left (see [Circular 47/2020](#)).

Section 4.1 will perform special cleaning, if necessary, if a person's test result is positive.

5. Travelers from risk areas

Based on the current Ordinance on entering the state of North Rhine-Westphalia (NRW) dated 9/1/2020, travelers arriving from risk areas do not have to isolate at home for 14 days if proof of a negative test result can be provided at arrival and the test result is no more than 48 hours old.

Sincerely,

signed Professor Dr. Dr. h. c. Michael Hoch
Rector

signed Holger Gottschalk
Provost

Annex:
Procedure flowchart "In the case of symptoms"

