



August 27, 2021

Dear Faculty and Staff,

We would like to inform you that we have recently received information about a confirmed case of Coronavirus Disease 2019 (COVID-19) in at least one member of our community at West in the ATB Building on August 26, 2021. Cleaning and disinfection of the exposed location has been completed. As the Coronavirus situation in our country and our community is evolving, we urge you to take necessary precautions to limit coronavirus spread in our community.

Our facility is working with the Los Angeles Department of Public Health to follow up with the case and will reach out to all persons who are identified as having had close contact with the case to recommend home quarantine and COVID-19 testing. If you or your child are not contacted, it means that you or your child were not identified as having been exposed to the case.

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How You Can Help

Be proactive about reducing the number of interactions that students and staff have with one another by practicing physical (or social) distancing (staying at least 6 feet apart) to limit the spread of the coronavirus. In addition to physical distancing, another important tool to prevent the spread of coronavirus is to practice good hygiene. Important public health prevention messages include:

- **Stay home when you are sick.** Anyone with symptoms consistent with COVID 19 should remain at home in isolation for a minimum of 10 days plus at least 24 hours after the resolution of fever (without fever-reducing medication) and improvement in other symptoms.
- **Wash your hands often with soap and water for at least 20 seconds.** Sing the Happy Birthday song to help know when it has been 20 seconds. If soap and water are not available, use alcohol-based hand sanitizers that contain at least 60% alcohol.

- **Cover your coughs and sneezes with a tissue, and then dispose of the tissue and clean your hands immediately.** If you do not have a tissue, use their sleeve, not your hands, to cover their coughs and sneezes.
- **Limit close contact with people who are sick, and avoid sharing food, drinks, or utensils.**
- **Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipes.**
- Children over 2 years of age, students and staff should **wear a mask or face covering while in the Educational Setting, unless exempted.**

Health screening of students and staff for COVID-19 which includes asking about symptoms consistent with COVID-19 illness, and whenever possible, a temperature check prior to entering the facility will help keep our Educational Setting safe.

Public Health Actions

All confirmed and presumed cases should be isolated for a minimum of 10 days and close contacts quarantined for 10 days from last exposure and monitored for symptoms for 14 days in order to prevent illness in new persons. “Close contact” means being within 6 feet of the infected person for 15 minutes or more in a 24-hour period; or having unprotected contact with the infected person’s body fluids and/or secretions, for example, being coughed or sneezed on.

NOTE: Persons with an exposure who are either (1) [fully vaccinated](#) and have no symptoms OR (2) have recovered from laboratory confirmed COVID-19 within the last 90 days are not required to quarantine for COVID-19. However, these individuals should monitor for symptoms of COVID-19 for 14 days following an exposure. Please note that all information, including the name(s) of ill persons, shared regarding any Public Health investigation is confidential in order to protect patient privacy.

For additional questions about Coronavirus in Los Angeles County, please visit the LA County Department of Public Health coronavirus webpage at <http://www.publichealth.lacounty.gov/media/Coronavirus/>

If you have any questions or concerns please contact my assistant Vicky Nesia at 310.287.4325 or nesiavc@wla.edu.

Sincerely,



James M. Limbaugh, Ph.D.
President