

Policy Statement for Self-Reporting of Positive COVID-19 Diagnosis

Revised January 11, 2022 (This policy replaces the previous version dated July 28, 2020)

Consistent with recent COVID-19 guidance from Equal Employment Opportunity Commission (EEOC) for complying with American with Disabilities Act (ADA) and the Rehabilitation Act, and for the safety of UNM campus communities and residents of the communities, UNM has implemented the following policy on Mandatory Self-Reporting for COVID-19 Diagnosis.

Effective immediately and until this policy is rescinded:

1. Any UNM faculty, staff, or student (including HSC non-clinical) who has tested positive for COVID-19 is required to self-report via UNM's online self-reporting system at hr.unm.edu/self-report.
2. Individuals who test positive should isolate according to [CDC guidance](#) and follow instructions outlined in UNM's [Bringing Back the Pack Managing Symptoms, Exposure and Positive Cases](#).
3. Supervisors who become aware that a UNM main or branch campus faculty, staff, student or volunteer has tested positive for COVID-19 should immediately send the individual home and follow the instructions outlined in UNM's [Bringing Back the Pack Managing Symptoms, Exposure and Positive Cases](#).

In accordance with federal law related to health information, individuals cannot be publicly identified. UNM is committed to student and employee privacy so they can focus completely on their health. Consistent with EEOC guidance, UNM hereby designates the following positions as "Applicable Authorities" to receive identifiable information relative to COVID-19 positive UNM main campus and branch campus faculty, staff, students and volunteers:

- The EVP/Provost or his successor identified by functional oversight.
- The SrVP for Finance and Administration or her successor identified by functional oversight.
- The HSC EVP or his successor identified by functional oversight.
- The COVID-19 Coordinator responsible for assisting in communication related to clean-up, reporting, and contact tracing for COVID-19 positive exposures.
- The VP for Human Resources or her successor identified by functional oversight.

The EVP/Provost, the SrVP for Finance and Administration, the HSC EVP, the COVID-19 Coordinator, and the VP for Human Resources may share the identity of a COVID-19 positive employee with the University President, and at their discretion with other leaders, along with details regarding department and functions served if the case(s) threatens the operations of a critical University function. The name of the employee will remain confidential with the recipient of such information. In this connection, the decision to share an employee's identity with an Applicable Authority as described herein will not be subject to review and/or appeal.

This policy will remain in effect until rescinded and should be read together with any CDC or NMDOH Public Health Orders or instructions regarding self-isolation, testing, and quarantine.