



	Possible Cases		Probable Cases		Confirmed Cases	
	Symptoms compatible with COVID-19 (cough, fever, etc)		Doctor confirms clear COVID-19 symptoms, and student undergoes PCR testing and is awaiting result		Positive PCR test result: confirmed case	
Communication within IESE	1	Students or participants who develop symptoms compatible with COVID-19 must contact their Program Director.	8	The student has undergone PCR testing and is awaiting the results.	12	The student advises the Program Director of a positive PCR test result, and thus becomes a confirmed COVID-19 case.
	2	The Program Director will then contact IESE's doctor (Xavier Bertran) and Global COVID-19 Manager (Luis Jover), who will then inform others involved in IESE's COVID-19 response efforts.				
The student or participant	3	Students with symptoms should not come to campus. If they develop symptoms while on campus, the Program Director will take them to the campus health service, ensure that they have a facemask, and assist them in returning home or going to a health clinic. In the most urgent cases, 112 emergency services will be called.	9	The student must remain at home while waiting for the PCR results, but will be able to continue their program online.	13	The student must self-isolate at home, following national health recommendations.
	4	The Program Director will advise the student to consult a doctor (in a National Healthcare system walk-in clinic or primary care clinic, or in a private clinic) and follow their recommendations on whether to undergo PCR testing.	10	If the PCR test is negative, IESE's doctor will clear the student's return to campus. Upon return, the student should answer the health questionnaire based on their health prior to the symptoms, since the negative PCR result indicates that they were unwell due to another sickness.		
	5	<b>The Program Director will follow up on the case, and keep IESE's doctor and Global COVID-19 Manager informed.</b> If an outside doctor does not recommend a PCR, IESE's doctor will evaluate whether to prescribe one (at IESE's discounted price). The student must inform the Program Director of the test result.				
Close contacts	6	The Program Director must begin to identify the student's close contacts within IESE, without causing undue alarm or taking further decisions. The idea is to compile the information in order to be prepared if necessary.	11	While the student is awaiting the results, IESE's doctor and Global COVID-19 Manager will evaluate whether to inform close contacts of the situation and request that they remain at home. In all cases, students will be able to continue their program online.	14	Close contacts must undergo PCR testing and self-isolate for the time required by national health authorities. IESE's doctor will clear the student's return to campus.
	7	<p>According to regulations, a close contact is someone who has been in contact with a confirmed case and who also meets the following three criteria:</p> <ol style="list-style-type: none"> <li>1) Less than 2 meters of distance</li> <li>2) During more than 15 minutes</li> <li>3) Without a facemask</li> </ol> <p>In the period starting 48 hours before the onset of symptoms to the moment the case is identified.</p> <p><b>Remember: The close contact of a close contact is not a close contact.</b></p> <p>Example 1: My child/spouse/partner is a confirmed positive case. I am a close contact (because I have been less than 2 meters from them, for more than 15 minutes, without a facemask).</p> <p>Example 2: My child/spouse/partner has a friend/colleague who is a confirmed positive case. I am not a close contact.</p> <p>Identifying close contacts is <b>limited to IESE activities on campus</b> (in classroom, cafeteria, common spaces or team members) and <b>off campus in activities with other participants</b> (team meetings, meals, etc).</p>				