Guide for employees, staff and students in case of a SARS-CoV-2 infection

I. Displaying symptoms of a coronavirus infection

Should you display symptoms such as coughing, fever, loss of taste and scent and/or breathing difficulties, do the following without delay:

1. Reduce all contacts with others and observe the general hygiene regulations.
2. Get in touch with your general practitioner by phone to discuss how to proceed.
3. As an employee or staff member (including student assistants), inform your supervisor/manager. As a student, complete and submit the following notification form: www.tu-darmstadt.de/corona-meldung-studierende.

   In case of employment, you have to notify your office / place of work as usual on the first day of sickness. Should you be unable to work for more than three calendar days (Link: https://www.intern.tu-darmstadt.de/dez_vii/infosaz_1/arbeitsunfhigkeit.de.jsp), you need to submit a medical certificate of incapacity to work including a likely duration of illness by the next working day at the latest. Currently, medical certificates of incapacity to work can be requested by phone.

4. Please note in writing the people you have been in closer contact with during the past 5 days and which hygiene measures have been observed during these contacts (mouth-nose covers, minimum distance of 1.5 m (4-5 steps) and ventilation).

5. In case you are to be PCR or rapid tested, please wait for your test results before informing your colleagues or fellow students. Should you test positive, please refer to the information listed in section II.

   Note: Should the rapid test show a positive result, you are required to self-isolate immediately. To confirm the result, a PCR test will be done as well.

II. What to do in case of a SARS-CoV-2 infection

For employees and staff (including student assistants):

Should you test positive for SARS-CoV-2, advise your supervisor/manager immediately and send a message to gesundheit@tu-darmstadt.de.

It goes without saying that the Health at TU Darmstadt support team will handle all information and data involved confidentially. Please ensure that personal information is not passed on in your immediate work area unless the person concerned agrees to it.
For students:

Students who tested positive for SARS-CoV-2 and who have attended an on-site course or written exam in the 5 days prior to the testing are kindly requested to inform TU Darmstadt by completing and submitting this form on the Directorate II webpage: www.tu-darmstadt.de/corona-meldung-studierende.

The data entered in the form will be passed on to the Health at TU Darmstadt support team to identify possible first contacts. For more information in case of questions, please contact the Health at TU Darmstadt support team at gesundheit@tu-darmstadt.de.

III: 1st degree contact persons (employees, staff and students)

You are deemed a 1st degree contact person and must self-isolate at home, the moment you learn that you have been in direct contact with a person with a confirmed coronavirus infection (e.g. a person who lives in the same household and who has tested positive).

Please contact your supervisor/manager immediately. As an employee or staff member, please send a brief message to gesundheit@tu-darmstadt.de. As a student, please submit a message via www.tu-darmstadt.de/corona-meldung-studierende.

Please contact your supervisor/manager to discuss options for working from home.

IV: When does a test for COVID-19 make sense?

Independent of statutory regulations, a test is advisable if:

- You display the above-mentioned symptoms of sickness and your general practitioner excluded a regular cold;
- You have regular contact with groups at risk (due to voluntary work, for instance, at a nursing home, etc.);
- You yourself belong to a group at risk;
- You have had contact with a person who has been identified as infected;
- You received a category “Red” notice from your corona warning app.