



# Orange County Public Schools

**Date:** August 12, 2021  
**To:** All Principals  
**From:** COVID-19 Task Force  
**Recipients:** Assistant Principals, COVID Contact Designee  
**Subject:** New FDOH Processes

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Due to [Emergency Rule 64DER21-12](#) issued 8/6/21 by Governor DeSantis, the Florida Department of Health and the State Board of Education, the Florida Department of Health in Orange County (FDOH-Orange) has worked with the OCPS COVID-19 Task Force to update processes and procedures for students. Please note this new process is being applied to students retroactively by FDOH-Orange to those already in isolation/quarantine before the Emergency Rule went into effect to be congruent with new policy.

Only individuals who are identified by FDOH-Orange and/or are on the daily FDOH-Orange "School Name Exclusion List" should be excluded from the school. Normal clinic procedures for individuals exhibiting COVID-19 symptoms, or those of any other illness, will still be followed. FDOH-Orange requests that parents who have a positive case in the home contact the call center (407-723-5004) for contact tracing. That list also now includes additional fields to assist in navigating this new process, in addition to definitions to help you understand the newly introduced terms.

Please be advised, this memo does NOT outline the entire procedure process, ONLY THE SPECIFIC CHANGES FOR STUDENTS that have taken effect due to the Emergency Rule.

- Section 2-A of the Emergency Rule allows students experiencing COVID symptoms or who have tested positive to come back to school if they subsequently have no symptoms and test negative.
  - Per FDOH-Orange, the test must be a SARS-COV-2 Viral Test (PCR or rapid antigen test). Home test must include a telehealth service affiliated with the manufacturer of the test. The telehealth provider must confirm the person's identity, observe the specimen collection and testing procedures, and confirm the test result.
  - Parent emails the negative test result to a newly set up email address (the email address will be on the letter sent to the family) with FDOH-Orange.
  - The revised "Guidance for COVID-19 Positive Persons Letter" explains this information to the parent.
  - If the parent of a student in isolation presents a negative test to you at the school and has not sent it to FDOH-Orange, you should not allow them into the school and refer them back to the clearance process steps outlined in their letter. If a parent needs assistance scanning the paper copy of their test to send to FDOH-Orange, you can assist them, but in this situation the school will need to ensure the parent receives the reply. A parent can also call the FDOH-Orange call center at (407) 723-5004 to confirm a negative lab result.





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- If a parent states they have already sent in their negative test to FDOH-Orange and you haven't yet seen the update on your list, you should let them know this is not an instantaneous process.
  - As soon as clearance is determined, the school designated contact will be cc'd on the email from FDOH-Orange to the parent. If the parent did not use an email to submit their child's negative test, the school will receive the clearance directly, but in this situation the school will need to ensure the parent receives the reply.
  - Please remind parents that FDOH-Orange makes all decisions regarding quarantine length and duration, not the school.
- Section 2-C allows for a student who has COVID symptoms or a positive diagnostic test result to return to school with a healthcare provider's note.
  - The parent accompanies the child to school with their healthcare provider's note and goes directly to the sick clinic where the school nurse or school health assistant reviews the note and, upon review, gives the student a pass to return to class.
  - This note will then be shared with the FDOH-Orange investigator working on that case with the school, so they are aware of the update.
  - Per the Emergency Rule, the note must be from a doctor or nurse practitioner.
  - If you have any questions about the note, please call Student Health Services.
- Section 3-A allows for a student who is an exposed close contact to return to school if they are asymptomatic, remained at home for 4 days and then received a negative test result on or after the 5th day.
  - Per FDOH-Orange, the test must be a SARS-COV-2 Viral Test (PCR or rapid antigen test). Home test must include a telehealth service affiliated with the manufacturer of the test. The telehealth provider must confirm the person's identity, observed the specimen collection and testing procedures, and confirm the test result.
  - Parent emails the negative test result to a newly set up email address (the email address will be on the letter sent to the family) with FDOH-Orange.
  - The revised "Student Close Contact Letter" explains this information to the parent.
  - The "*School Name* Exclusion List" now includes a Minimum Exclusion Date and a Maximum Exclusion Date so that you can know at a glance what the possibilities for return dates may be for any student in quarantine. FDOH has included definitions of these dates for you in the spreadsheet as a reminder.
  - If the parent of a student in quarantine presents a negative test to you at the school and has not sent it to FDOH-Orange, you should not allow them into the school and refer them back to the clearance process steps outlined in their letter. If a parent needs assistance scanning the paper copy of their test to send to FDOH-Orange, you can assist them, but in this situation the school will need to ensure the parent receives the reply. A parent can also call the FDOH-Orange call center at (407) 723-5004 to confirm a negative lab result.
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- Please remind parents that FDOH-Orange makes all decisions regarding quarantine length and duration, not the school.

**As always, if you have any questions please reach out to anyone on the COVID-19 Task Force:**

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