

# RETURN TO WORK AND CLASS\*

## steps to follow

Line manager or academic leader to contact the following persons/departments  
(at least one week in advance)

A



### 1 SAFETY

For Personal Protective Equipment (PPE) - masks and hand sanitiser collections

[Yanga.Gibe@mandela.ac.za](mailto:Yanga.Gibe@mandela.ac.za)



### 2 BOOKINGS FOR SCREENINGS:

Occupational Health (OHC)

[Kobus.Magielines@mandela.ac.za](mailto:Kobus.Magielines@mandela.ac.za)

Student Health Services

[Althea.Hawkins@mandela.ac.za](mailto:Althea.Hawkins@mandela.ac.za)

[Weidy.Padayachee@mandela.ac.za](mailto:Weidy.Padayachee@mandela.ac.za)



### 3 COVID-19 VIRTUAL TRAINING HR

[Adriaan.Andrews@mandela.ac.za](mailto:Adriaan.Andrews@mandela.ac.za)

or [Tamzon.Pyne@mandela.ac.za](mailto:Tamzon.Pyne@mandela.ac.za)

or complete online via Moodle

All staff and students to wear PPE and practice physical / social distancing

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## SCREENING PROCESS

with Student Health Services and Occupational Health Centre at screening centres.



SCREEN NEGATIVE

Return to work station / class room, labs, residences and online studies in line with 'new normal' on campus

\* Return to work or class only if you are well. Do not come to campus if you are sick.

SCREEN POSITIVE

Person Under Investigation (PUI)

3 Refer to GP / laboratory / testing site following instructions from GP

4 Quarantine for up to 14 days while awaiting results

- » Staff can contact tollfree Wellness@Work [0800 205 333] for emotional support
- » Students can contact Emthonjeni for emotional support on [counselling@mandela.ac.za](mailto:counselling@mandela.ac.za)

1 Isolation of employee / student

- » Give staff member / student a surgical face mask
- » Isolate in own transport / isolation room
- » SHS / OHC will communicate with residence manager/ academic leader/ line manager for campus contact tracing and alert the response team

2 Line Manager | Academic Leader | Residence Manager to:

- » Complete the contact tracing and return to OHC or SHS.

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### TEST RESULTS

Negative: Return to work or class

Positive:

14 days isolation, monitoring by a doctor / OHC / SHS

GP to refer for hospitalisation should symptoms get worse.

Healthy individuals return to work after up to 14 day on GP's instruction.

After 14 days on GP's instruction Report to OHC / SHS for clearance to return to work / class.

## STAFF AND STUDENTS RESPONSE TEAM

### Student Health Services:

[Althea.Hawkins@mandela.ac.za](mailto:Althea.Hawkins@mandela.ac.za)

[Weidy.Padayachee@mandela.ac.za](mailto:Weidy.Padayachee@mandela.ac.za) [Nokulunga.Ngwekazi@mandela.ac.za](mailto:Nokulunga.Ngwekazi@mandela.ac.za)

### Occupational Health Services:

[Valencia.Benjamin@mandela.ac.za](mailto:Valencia.Benjamin@mandela.ac.za)

[Kobus.Magielines@mandela.ac.za](mailto:Kobus.Magielines@mandela.ac.za)

[Fiona.Magnus@mandela.ac.za](mailto:Fiona.Magnus@mandela.ac.za)

[Zilla.Shaw@mandela.ac.za](mailto:Zilla.Shaw@mandela.ac.za)

### Safety (SHE):

[Xolisa.Lubambo@mandela.ac.za](mailto:Xolisa.Lubambo@mandela.ac.za)

### Infrastructure:

[Melvin.Syce@mandela.ac.za](mailto:Melvin.Syce@mandela.ac.za)

### Protection Services:

[Simphiwe.Nkosa@mandela.ac.za](mailto:Simphiwe.Nkosa@mandela.ac.za)

### Cleaning:

[Nikki.Brown@mandela.ac.za](mailto:Nikki.Brown@mandela.ac.za)

### Residences:

[Robin.Minne@mandela.ac.za](mailto:Robin.Minne@mandela.ac.za)

### Communication:

[Debbie.Derry@mandela.ac.za](mailto:Debbie.Derry@mandela.ac.za)

