

## COVID-19 EXPOSURE MANAGEMENT PLAN GUIDANCE FOR YOUTH RECREATIONAL SPORTS PROGRAMS (SPORTS LEAGUES, ORGANIZED YOUTH SPORTS, AND SCHOOL SPORTS/TEAMS)

Recent Updates: (Changes are highlighted in yellow)

9/16/2021

- Updated quarantine timeline and clarified testing recommendations for close contacts to a confirmed case to match CA Department of Public Health updated guidance.

**NOTE:** This guidance document may be updated as additional information and resources become available. Check the Pasadena Public Health Department website:

<https://www.cityofpasadena.net/covid-19/#guidance-faq-protocols> for updates to this document.

Youth Recreational Sports Programs are important community partners that can help keep participant families and our community safer through rapid initiation of a COVID-19 Exposure Management Plan (EMP). Timely, effective efforts by Youth Sports Programs to contain COVID-19 exposures can help maximize the impact of the Pasadena Public Health Department (PPHD) COVID-19 response. Immediate implementation of an EMP when a single case of COVID-19 is identified at a Youth Recreational Sports Program can increase the likelihood of containing the spread of infection and preventing outbreaks from occurring.

The steps for managing exposures to 1, 2, and 3 or more COVID-19 cases in a Youth Recreational Sports Program are described below and summarized in Appendix A. Because Youth Recreational Sports Programs will vary in the level of resources available for COVID-19 exposure management, *required* steps are the minimum elements that must be included in the EMP. *Recommended* steps include optional elements for exposure management where Youth Recreational Sports Program resources are sufficient.

The requirements and recommendations in this EMP apply to organized recreational sports leagues, club sports, travel sports, sports events/meets/competitions and sports/teams sponsored by private and public schools serving students in TK-12 schools, and all team activities listed in the [PPHD Protocol for Youth Sports Leagues, Organized Youth Sports, and School Sports Teams](#). This guidance does not apply to collegiate or professional sports or to community events such as marathons, half-marathons and endurance races, which are subject to sector-specific requirements. Check the PPHD website for additional resources and updates for Youth Recreational Sports Programs <https://www.cityofpasadena.net/covid-19/#guidance-faq-protocols>.

In the guidance that follows, the term “household” is defined as “persons living together as a single living unit” and shall not include institutional group living situations such as dormitories, fraternities, sororities, monasteries, convents or residential care facilities, nor does it include such commercial living arrangements as boarding houses, hotels or motels. The terms “staff” and “employee” include coaches, employees, support staff, volunteers, interns and trainees, scholars and all other individuals who carry out work at the site or for the recreational sport activity. The terms “players,” “participants,” “family members,” “visitors” or “customers” include members of the public and others who are not staff or employees who spend time at the business or site or take part in the activities. The terms “establishment,” “site,” and “facility” refer to the buildings or grounds at which activities are conducted.

## Exposure Management Planning Prior to Identifying 1 COVID-19 Case

- Required:* A designated Youth Recreational Sports Program COVID-19 Compliance Lead that is responsible for establishing and enforcing all COVID-19 safety protocols and ensuring that all participants and staff receive education about COVID-19. This Lead serves as a liaison to PPHD for sharing site-level information to facilitate necessary public health action.
- Required:* A plan for all participants and staff regardless of vaccination status who (1) have symptoms consistent with COVID-19, OR (2) were exposed to a confirmed case of COVID-19, OR (3) are part of a Youth Recreational Sports Program with an active public health investigation to have access to testing or be tested for COVID-19 infection. Note: Testing or quarantine are not required for asymptomatic individuals who can provide proof of laboratory-confirmed COVID-19 within the past 90 days unless PPHD deems it necessary. Fully vaccinated people who are exposed to a confirmed case of COVID-19 should test 3-5 days after exposure.
- Recommended:* Apply PPHD guidance on [Symptom and Exposure Screening Pathways for TK-12 Schools](#) for persons who screen positive for symptoms prior to or during participation in the Youth Recreational Sports Program.

## Exposure Management for 1 COVID-19 Case

- Required:* After identifying one confirmed COVID-19 case (participant or staff), the Youth Recreational Sports Program Compliance Lead instructs the case to follow [PPHD home isolation instructions for COVID-19](#). NOTE: A person is considered to be diagnosed with or likely to have COVID-19, based on one of more of the following criteria: a) They received a positive diagnostic (viral) test for COVID-19 and/or b) A healthcare provider clinically suspects that they have COVID-19.
- Required:* Compliance Lead is required to provide a copy of the [Health Officer Order for Case Isolation](#) to the case and to inform the case that PPHD may contact the case directly to collect additional information.
- Required:* The Compliance Lead works to identify all individuals in the Youth Recreational Sports Program who have had an exposure to the confirmed positive case during their infectious period (close contacts).
  - A case is considered to be infectious from 2 days before symptoms first appeared until the time the case is no longer required to be isolated (i.e., no fever for at least 24 hours, without the use of medicine that reduces fevers AND other symptoms have improved AND at least 10 days have passed since symptoms first appeared). A person with a positive COVID-19 test but no symptoms is considered to be infectious from 2 days before the test was taken until 10 days after the test.
  - Close Contact: A person is considered to have been exposed to a case during the infectious period if at least one of the following criteria are met if they are one of the following:

- An individual who was within 6 feet of the infected person for a cumulative 15 minutes or more over a 24-hour period, even if a face mask was worn.
- An individual who had unprotected contact with the infected person's body fluids and/or secretions of a person with confirmed or suspected COVID-19 (e.g., being coughed or sneezed on, sharing utensils or saliva, or providing care without using appropriate protective equipment).
- Exposures will be reviewed by PPHD to assess which persons need to quarantine including the possibility of quarantining all individuals in the same team with an infected person or individuals on an opposing team who were playing against a team with an infected person, if exposures cannot be ruled out.

- *Required:* COVID-19 Compliance Lead must notify PPHD of (1) staff and participants with confirmed or suspected COVID-19 who were in a Youth Recreational Sports Program(s) at any point within the 14 days prior to the illness onset date and (2) persons in a Youth Recreational Sports Program who were exposed to the infected person during the infectious period. The illness onset date is the first date of COVID-19 symptoms, or for an asymptomatic case, the swab date of the positive COVID-19 test.
  - The Compliance Lead submits this information to PPHD using the [COVID-19 Case and Contact Line List for the Educational Sector](#) within 1 day of notification of a case. If needed, additional time may be requested. Secure (encrypted) online email via [nursing@cityofpasadena.net](mailto:nursing@cityofpasadena.net) is the preferred method for notifying PPHD of COVID-19 exposures.

- *Required:* If exposed individuals are identified from an opposing team, the opposing team's COVID-19 Compliance Lead must report these close contacts to PPHD by emailing [nursing@cityofpasadena.net](mailto:nursing@cityofpasadena.net). PPHD will work with the COVID-19 Compliance Lead to gather the information needed on the exposure, including the specific sports event(s) where the exposure occurred and additional information on the exposed individuals to confirm which individuals require quarantine.

- *Required:* All persons identified to have had an exposure to a COVID-19 positive case in a Youth Recreational Sports Program must be notified by the COVID-19 Compliance Lead of the exposure through a letter or other communication strategies. The Compliance Lead should complete an Exposure Notification letter based on the [COVID-19 Template Notification Letters for Education Settings](#). The notification of exposure should include the following messages:

- Participants and staff with an exposure to the case should test for COVID-19, whether or not they have symptoms, per [CDC recommendations](#), and inform the Youth Recreational Sports Program of test results. This will determine the extent of disease spread at the Youth Recreational Sports Program and serve as a basis for further control measures. Testing resources include: employee health services, school student health services, personal healthcare providers, and community testing sites: <https://www.cityofpasadena.net/public-health/covid-19-testing-info/>.
- Exposed individuals must monitor for symptoms of COVID-19 for 14 days from the last contact with the infected person (while the person was infectious\*). Exposed individuals must stay in self-quarantine (stay in their home or another residence, separate from others). The COVID-19 Compliance Lead should provide the [PPHD quarantine order](#).
  - Individuals may discontinue self-quarantine under the following conditions, as long

as they have not developed [symptoms](#) of COVID-19:

- Self-quarantine can end ON DAY 11 from the last time they had contact with the infected person; OR
  - Self-quarantine can end ON DAY 8 IF they have a negative viral diagnostic test result from a specimen that was collected ON or AFTER Day 5 from the last time they had contact with the infected person. Quarantine may not end prior to day 8 regardless of the test result.
- NOTE: Asymptomatic persons who are fully vaccinated AND who are a close contact to a confirmed case are recommended to test for COVID-19 three to five days after their exposure, but are not required to quarantine. However, they should monitor for symptoms of COVID-19 and wear a mask when around others for 14 days following an exposure. [The COVID-19 Compliance Lead should provide the PPHD quarantine order.](#)
  - NOTE: Persons who have proof of laboratory-confirmed COVID-19 within the last 90 days and who are a close contact to a confirmed case are not required to quarantine or test for COVID-19 if they remain asymptomatic or do not develop new symptoms. [The COVID-19 Compliance Lead should provide the PPHD quarantine order.](#)
- PPHD may contact participants and staff directly to collect additional information and issue the Health Officer Order for Quarantine.

- Required:* If an individual with confirmed COVID-19 participated during their infectious period in any games, tournaments or other Youth Recreational Sports Program-related activities involving other teams, the Compliance Lead must notify the opposing team(s) of potential exposure. Compliance Leads from opposing teams must work collaboratively to identify any individuals who meet the criteria for having been exposed. If the opposing team has individuals who were exposed, the opposing team's Compliance Lead must notify PPHD of the exposure within 1 business day.
- Recommended:* The COVID-19 Compliance Lead will determine whether additional notification is needed to inform the program community about the exposure and precautions being taken to prevent spread of COVID-19. A general notification letter template is available at: [COVID-19 Template Notification Letters for Education Settings](#).

#### Exposure Management for 2 COVID-19 Cases within a 14-day Period

- Required:* After identifying 2 confirmed cases (participant and/or staff) within a 14-day period, the Youth Recreational Sports Program follows the *required* steps for 1 case.
- Recommended:* The Compliance Lead determines whether the 2 cases are epidemiologically linked, meaning that the two affected individuals were both present at some point in the same setting during the same time period while either or both were infectious.\*

*\*A case is considered to be infectious from 2 days before symptoms first appeared until they are no longer required to be isolated (i.e., no fever for at least 24 hours without the use of medicine that reduces fever AND other symptoms have improved AND at least 10 days have passed since symptoms first appeared). A person with a positive COVID-19 test but no symptoms is considered to be infectious from 2 days before their test was taken until 10 days after their test.*

- Determination of epidemiological links between cases may require further investigation to assess exposure history and identify all possible locations and persons that may have been exposed to the case while infectious in a Youth Recreational Sports Program. A tool is available to assist in the assessment of epidemiological links at: [COVID-19 Exposure Investigation Worksheet for the Education Sector](#). For technical assistance on how to assess for epidemiological links, please contact [nursing@cityofpasadena.net](mailto:nursing@cityofpasadena.net).
- Note: Epidemiologically linked cases include persons in a Youth Recreational Sport Program with identifiable connections to each other (e.g., on the same team, sharing physical space like a locker room or car, attending a social gathering together).

#### Exposure Management for $\geq 3$ COVID-19 Cases within a 14-day Period

- Required:* If the Youth Recreational Sports Program identifies a cluster of 3 or more linked cases (participants and/or staff) within a 14-day period, the Youth Recreational Sports Program should proceed with the following steps:
- Report the cluster to PPHD within 1 business day via secure email at: [nursing@cityofpasadena.net](mailto:nursing@cityofpasadena.net) or by calling (626) 744-6089.
  - Complete the *Line List for Cases and Contacts*, available at: [COVID-19 Case and Contact Line List for the Educational Sector](#) and submit via secure email to [nursing@cityofpasadena.net](mailto:nursing@cityofpasadena.net). For technical assistance on how to complete the line list contact [nursing@cityofpasadena.net](mailto:nursing@cityofpasadena.net).
  - PPHD will review the *Line List for Cases and Contacts* to determine whether the outbreak criteria have been met. PPHD will contact the Youth Recreational Sports Program within 1 business day to advise them on next steps. Outbreak Criteria: At least 3-confirmed cases with symptomatic or asymptomatic COVID-19 within a 14-day period in a group with members who are epidemiologically linked, do not share a household, and are not a close contact of each other outside of the sports program. Epidemiological links require the infected persons to have been present at some point in the same setting during the same time period while infectious.
    - If outbreak criteria are not met, PPHD may advise the Youth Recreational Sports Program to continue with routine exposure management.
    - If outbreak criteria are met, PPHD will coordinate with the COVID-19 Compliance Lead on outbreak management for the duration of the outbreak investigation, including providing updates.

COVID-19 Exposure Management Plan (EMP) Contact Information

I, \_\_\_\_\_ (Supervising Staff Member), attest that my Youth

Recreational Sports Program, \_\_\_\_\_ (name of Youth Recreational Sports Program), has prepared our exposure management plan, designated staff for the COVID-19 Youth Recreational Sports Program Compliance Team, and the members of that team have completed training on:

- Exposure Management Plan Guidance for Youth Recreational Sports Program
- COVID-19 Case and Contact Line List for the Educational Sector
- COVID-19 Exposure Investigation Worksheet for the Education Sector
- COVID-19 Template Notification Letters for Education Settings

Signature \_\_\_\_\_

Date \_\_\_\_\_

<b>PERSON RESPONSIBLE FOR IMPLEMENTING EMP</b>
Person in Charge (COVID-19 Compliance Lead): <input type="text"/>
Title: <input type="text"/>
Phone Number: <input type="text"/>

## Appendix A: Steps for Managing Exposures to COVID-19 Cases in a Youth Recreational Sports Program

<p style="text-align: center;"><b>1 Confirmed Case</b></p>	<ol style="list-style-type: none"> <li>1) <i>Required:</i> Youth Recreational Sports Program instructs the case to follow <a href="#">COVID-19 home isolation instructions</a>.</li> <li>2) <i>Required:</i> Youth Recreational Sports Program informs the case that PPHD may contact the case directly to collect additional information and issue Health Officer Order for Isolation.</li> <li>3) <i>Required:</i> Youth Recreational Sports Program works with the case to identify close contacts. This may include members of opposing teams if the case participated in games or tournaments while infectious.</li> <li>4) <i>Required:</i> Youth Recreational Sports Program notifies* exposed contacts and instructs them to quarantine at home and test for COVID-19 <b>on or after day 5</b> after exposure. Participants must continue to quarantine <b>until day 8 from</b> all extracurricular activities, including youth sports and activities within the community setting, regardless of test results. They must continue to monitor their health and adhere to COVID19 prevention precautions through Day 14. NOTE: Persons who are <b>fully vaccinated</b> AND have an exposure should be tested 3-5 days after exposure but are not required to quarantine if they remain asymptomatic. Persons with proof of laboratory-confirmed COVID-19 within the last 90 days AND who are a close contact to a confirmed case are not required to quarantine or test for COVID-19 if they remain asymptomatic unless PPHD deems it necessary.</li> <li>5) <i>Required:</i> Youth Recreational Sports Program informs exposed contacts that PPHD may contact them directly to collect additional information and issue Health Officer Order for Quarantine.</li> <li>6) <i>Required:</i> Youth Recreational Sports Program submits within 1 business day the contact information for the case and contacts using the <a href="#">COVID-19 Case and Contact Line List for the Educational Sector</a> and sends to PPHD by secure email: <a href="mailto:nursing@cityofpasadena.net">nursing@cityofpasadena.net</a></li> <li>7) <i>Recommended:</i> Youth Recreational Sports Program sends general notification* to inform the wider community of the exposure and precautions taken to prevent spread.</li> </ol> <p>*Templates for contact notification and general notification are available at: <a href="#">COVID-19 Template Notification Letters for Education Settings</a>.</p>
<p style="text-align: center;"><b>2 Confirmed Cases</b></p>	<ol style="list-style-type: none"> <li>1) <i>Required:</i> Follow required steps for 1 confirmed case.</li> <li>2) <i>Recommended:</i> If the 2 cases occurred within 14 days of each other, Youth Recreational Sports Program determines whether the cases have epidemiological (epi) links.** A <a href="#">COVID-19 Exposure Investigation Worksheet for the Education Sector</a> tool is available to help assess for epi links.</li> </ol> <p>**Epi links <u>do not</u> exist: Youth Recreational Sports Program continues with routine exposure management. Epi links <u>exist</u>: Youth Recreational Sports Program implements additional infection control measures.</p>
<p style="text-align: center;"><b>3+ Confirmed Cases</b></p>	<ol style="list-style-type: none"> <li>1) <i>Required:</i> If a cluster of 3 or more cases occurred within 14 days of each other, Youth Recreational Sports Program notifies PPHD at: <a href="mailto:nursing@cityofpasadena.net">nursing@cityofpasadena.net</a> or (626) 744-6089, option 2. PPHD, with information gathered by the Youth Recreational Sports Program, determines whether the cases have epi links. If epi links <u>do not</u> exist, the Youth Recreational Sports Program continues with routine exposure management.</li> <li>2) <i>Required:</i> COVID-19 Compliance Lead completes the <a href="#">COVID-19 Case and Contact Line List for the Educational Sector</a> and submits it to PPHD by secure email to determine if outbreak criteria have been met. If outbreak criteria are met, PPHD outbreak investigation will be initiated.</li> <li>3) <i>Required:</i> Youth Recreational Sports Program provides updates to the PPHD investigator until the outbreak is resolved (at least 14 days since last confirmed case).</li> </ol>