How does contact tracing work?

STEP 1
Self-Report

CPS is notified of a case when the individual who has tested positive for COVID-19 reports their case at cps.edu/covidresults. While online reporting is preferred, you can call 773-553-KIDS to self-report.

*It is important that all individuals **diagnosed with COVID-19 self-report** using the COVID-19 Self-Reporting Tool by visiting cps.edu/COVIDresults. If the person is a minor, parents or legal guardian may submit this form on their behalf.*

- *CPS cannot act on the basis or hearsay, speculation, or second hand COVID-19 reports.*

- *The investigation process begins only when CPS receives the self-report of a COVID-19 positive case in the specified way.*

COVID-19 Self-Reporting Tool

STEP 2
Intake Interview

A CPS Contact Tracer conducts an intake interview to determine if the individual who tested positive was in a CPS building during their contagious period. If so, the Contact Tracer determines what individuals were in close contact with them. A close contact is someone who was within six feet of the person who tested positive for 15 minutes or more during a single day. In some situations, a cohort may be asked to quarantine.

STEP 3
Notifications

CPS Contact Tracing Team will analyze the specific details of each investigation, and a Tracer will notify via email anyone present onsite in the building during the contagious period of a positive individual. Those identified as close contacts who are unvaccinated will be advised to quarantine at home for 5 days from the last date of exposure even if they do not have symptoms and have a negative test. Individuals who are up to date on their COVID-19 vaccines who do not have symptoms do not need to quarantine. It is recommended that anyone who is exposed be tested 5 days after the last date of exposure.

STEP 4
Close Contacts Quarantine

While in quarantine, students will switch to remote learning.

SELF-REPORT TO HELP SLOW THE SPREAD!

If you are in person at a CPS school and test positive for COVID, please reach out to us at cps.edu/covidresults to self-report. Your help is the key to keeping our communities safe.

Learn more about what CPS is doing to keep everyone safe and healthy at cps.edu/covid.

Chicago Public Schools