

## Reporting COVID-19 at Girl Scouts of Central & Southern NJ *Edition date:* 10/1/2020

Reporting and communicating a positive COVID 19 test: In the event of a volunteer or girl receives a positive COVID-19 test result, the volunteer or parent/guardian should promptly contact Council in this situation. Please fill out the form below to notify council. The person filling out the form will hear back from Council staff within 48 business hours. If, for any reason, the link is not available, Customer Care can be called or emailed at 856-795-1560 or customercare@gscsnj.org.

FORM LINK: https://gscsnj.wufoo.com/forms/gscsnj-covid-19-report/

Council staff and NOT volunteers will be responsible for:

- Confirming and tracing the positive tester,
- Contacting volunteers and parents of any girl who may have been exposed
- Notifying a facility or homeowner where Girl Scouts had met

**Remember, only Council staff, NOT volunteers**, will notify parents and others about a positive test result and that the **tester's identity will remain confidential**. Girl and volunteer health information is private, strictly confidential, and should only be shared on a need to know basis with a Council staff member.