**Potential exposure:**

1. When an investigator or research staff member who has come into contact with a research participant later tests positive for COVID, and
2. There was an exposure – meaning all the following occurred:
   a. One or both parties was unmasked, and
   b. Were within 6 feet of one another unmasked for a cumulative 15 minutes or longer within a 24 hour period.

**Note that in the circumstances described above, the research team must contact research participants using the following script to make them aware of the exposure.**

**Telephone Script:**

Hi, may I speak with [Research participant name (or parent/legally authorized representative if participant is a child)]

*Once individual is on the line:*

Hi [Name] –
My name is [CALLER’S NAME] and I’m calling from [identify lab and/or research study]. We needed to reach out to you because a member of our research team tested positive for COVID since your recent research visit, and there is the possibility that you may have been exposed to the virus. We wanted to provide you with some information about monitoring yourself for symptoms and getting tested for COVID if appropriate.

If you experience any of the following symptoms within 14 days of your research visit, we recommend you get tested for COVID. May I list those symptoms for you?

- Fever greater than 100.0 ° or subjective fever
- Cough
- Shortness of breath or difficulty breathing
- Body aches
- Chills
- Muscle pain
- Sore throat
- New loss of taste or smell

UAB provides testing free of charge for individuals under these circumstances. Would you like for me to arrange for you to receive COVID-19 testing?

Do you have any questions that I can answer? [IF INDIVIDUAL ASKS HEALTH-RELATED QUESTIONS THE STAFF PERSON IS UNQUALIFIED TO ANSWER, THEY SHOULD BE REFERRED TO THEIR HEALTHCARE PROVIDER OR TOLD THEY MAY ASK THEIR QUESTION TO THE INDIVIDUAL WHO FOLLOWS UP WITH THEM ABOUT SCHEDULING COVID-19 TESTING.]

Thank you for participating in our study and for your time today. Again, my name is [CALLER’S NAME]. Let me give you my phone number in case you need to reach me later to schedule COVID-19 testing or have other questions. Do you have a pen and paper ready?

My phone number is [PHONE NUMBER].
When an exposure has NOT occurred:

1. When an investigator or research staff member who has come into contact with a research participant later tests positive for COVID, and
2. There was not an exposure – meaning:
   a. Either both parties were masked for the entire interaction, and/or
   b. The interaction did not occur within 6 feet of one another for a cumulative 15 minutes or longer within a 24 hour period.

Note it is not necessary to contact research participants in this scenario. If the research team feels the need to contact research participants anyway, the following script should be used.

Telephone Script:

Hi, may I speak with [Research participant name (or parent/legally authorized representative if participant is a child)]

Once individual is on the line:
Hi [Name] –
My name is [CALLER’S NAME] and I’m calling from [identify lab and/or research study].

We wanted to reach out to you because a member of our research team tested positive for COVID since your recent research visit. While all appropriate CDC guidelines and precautions were taken to prevent any exposure to you, and we do not think there is any risk to you having been exposed to the virus, we wanted to inform you and provide you with some information about monitoring yourself for symptoms and getting tested for COVID if appropriate.

If you experience any of the following symptoms within 14 days of your research visit, we recommend you get tested for COVID. May I list those symptoms for you?

- Fever greater than 100.0 ° or subjective fever
- Cough
- Shortness of breath or difficulty breathing
- Body aches
- Chills
- Muscle pain
- Sore throat
- New loss of taste or smell

UAB provides testing free of charge for individuals under these circumstances. Would you like for me to arrange for you to receive COVID-19 testing?

Do you have any questions that I can answer? [IF INDIVIDUAL ASKS HEALTH-RELATED QUESTIONS THE STAFF PERSON IS UNQUALIFIED TO ANSWER, THEY SHOULD BE REFERRED TO THEIR HEALTHCARE PROVIDER OR TOLD THEY MAY ASK THEIR QUESTION TO THE INDIVIDUAL WHO FOLLOWS UP WITH THEM ABOUT SCHEDULING COVID-19 TESTING.]

Thank you for participating in our study and for your time today. Again, my name is my name is [CALLER’S NAME]. Let me give you my phone number in case you have questions later and want reach back out to me. Do you have a pen and paper ready?

My phone number is [PHONE NUMBER].