

Coronavirus/COVID-19 Checklist for universities and research institutions

Scenario

A student, member of staff or other person **at the university or research institution** is strongly suspected of having COVID-19.

1

Immediately inform the university management or management of the research institution. The management will then contact the local health authorities (municipal authority [Bezirkshauptmannschaft or Magistrat]).

2

The university management or management of the research institution may seek professional assistance from the occupational physician under the Austrian Health and Safety at Work Act (ASchG).

3

Further steps will be ordered by the local health authorities. The university management or management of the research institution is legally obliged to assist the health authorities in implementing these measures (see Austrian Epidemics Act).

4

The university or research institution will document which people are or have been in contact with the suspected case.

5

The university or research institution will document the decisions and measures taken (and the times at which this was done). Information must be sent to the Federal Ministry of Education, Science and Research (BMBWF) to enable a comprehensive overview of the national situation to be obtained.

Contact for **universities**: hochschule-meldet@bmbwf.gv.at

Contact for **research institutions**: institution-meldet@bmbwf.gv.at