**Employee COVID-19 Action Guidelines**

Get tested for COVID-19 (antigen or PCR). Monitor your symptoms, which may appear 2-14 days after exposure to the virus and can include: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea.

Report/return to work. Note: these symptoms may also be indicative of the flu or other viral/respiratory illnesses. Even if you test negative for COVID-19, please use good judgment. When not feeling well, please remain home to recover, treat your symptoms and/or illness, and avoid infecting others.

Are you exhibiting COVID-19 symptoms or have you been exposed to someone who has tested positive for COVID-19?

Did you test positive for COVID-19? (antigen or PCR)

Isolate for 5 days.* (fully vaccinated & boosted, fully vaccinated, or unvaccinated)

Notify your supervisor and the Human Resources Office that you will not be at work.

You must remain out of the workplace until 72 hours after your symptoms are gone.

After 5 days, do you still have symptoms?

Return to work. Wear a mask at all times until the 10th day after your initial COVID-19 diagnosis or exposure, and notify your supervisor and the Human Resources Office that you are back to work.

**NOTE:** If you have had COVID-19, you can test positive on a PCR test for up to an additional 90 days. We do not require or recommend using a PCR test to return to work from a confirmed case of COVID-19.

* Employees who are fully vaccinated and boosted are covered by the College’s sick policy exceptions for their initial quarantine period or for any time off due to COVID-19 infection. Their time off will not count toward any sick or personal day allowances.

Symptoms of COVID-19 can include: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea.