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.

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 minimum (Day 0 = first day of symptoms)

Notify your supervisor that you will not be at work.

After 5 days, are your symptoms improving and have you been fever free for 24 hours?

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

Report/return to work. Wear a KN95 mask and do your best to isolate from others for 10 days. TEST on day 5, or sooner if you have symptoms. 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.

Return to work. Wear a KN95 mask at all times through the 10th day after your first day of symptoms, and notify your supervisor 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.

1These guidelines are based on CDC guidance. For more information, visit the CDC website regarding isolation and precautions for people with COVID-19.

2Symptoms 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.

In addition to basic health and hygiene preventive strategies, such as regular and thorough handwashing, you can lower your risk of getting sick by spending more time outdoors, maximizing ventilation while inside, staying up to date with vaccines, and avoiding contact with people who are sick.