1. Employee should do home guarantine for 7 days and consult their physician

2. Employee *must call their own manager* to call in sick as per their usual policy

3. To return to work, employee must be fever-free without antipyretic for 3 days (72 hours) AND symptoms improved AND finished 7-day home auarantine

Day Zero= First Day of Symptoms

Permitted work on the 8th day Employee must call the WHS hotline back then for RTW clearance

4.Fill out RTW form to place employee off-duty

Note: loss of smell/taste alone does NOT constitute CLI per WHS quidelines

1. 7-day home guarantine and consult their physician.

2. Fill out RTW form to place employee off-duty

3. To return to work: must be fever-free for 72 hours AND symptoms must improve AND finished 7-day home quarantine. Employee must call the WHS back for RTW clearance.

If employee believes it is confirmed, but they are not on the master list: If their manager added them to the exposure list, then they will be contacted by WHS staff soon. If they do not get contacted by WHD staff within 2 business days, then they should discuss their work-related exposure directly with their own manager, who can contact IP&C to start exposure

confirmation/investigation

Employees calling about RTW clearance

Community/General/Travel/ CDC Level 2/3 Country* COVID Exposure

Employees who call-in with non-CLI Symptoms, but still not feeling well:

Please remember to stay home if you don't feel

well. Healthcare Personnel must not work sick. Follow usual steps for take sick day and contact their manager. No RTW form needed for non-CLI

If there are NO symptoms following exposure or travel, don a surgical facemask and selfmonitoring for fever before each shift and 2x a day

Community/General Exposure OR **IP&C** or Supervisor Confirmed Exposure

Employees calling Support Care Time

1. An employee can use "Support Care Time" for a maximum of 4 work weeks for their own COVID-19 related illness. Employees will not have to use their accrued sick time.

2. Employees who are physically unable to work due to a COVD 19 related illness can receive up to 7 days of "Support Care Time" without providing a doctor's note.

3. Contact the Workforce Health & Safety (WHS) Hotline if you are being cleared to return to work or if you have a confirmed workplace exposure.

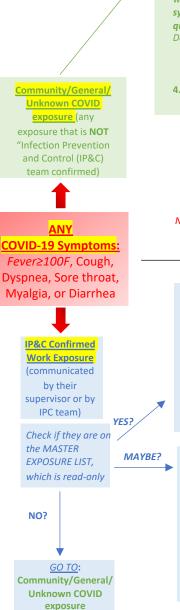
4. Beyond the first 7 days, you will be required to submit a doctor's note to

COVIDAbsence@nyp.org to continue receiving "Support Care Time."

- 5. Employees who are sick beyond 4 consecutive weeks should follow the normal leave of absence process.
- 6. Support Care Time sick pay excludes those who returned from travel to Level Two or Three countries for non-work-related travel.

has finished 7-day home quarantine AND fever-free without antipyretics for 3 days (72 hours) AND symptoms have improved 2. Employee should wear surgical face mask during entire shift while at work going forward 3. If employee has been offduty for 8 or more calendar days, then email COVIDabsence@nyp.org with doctor's note simply stating that they sought care/treatment for COVIDlike symptoms 4.Employee should update their manager 5. Fill out RTW

1. Confirm that employee



Employees with NO criteria Symptoms

IP&C or Supervisor Confirmed Exposure: 1. Continue to work AND

wear surgical facemask throughout shifts from now on and self-monitoring for fever before each shift and twice a day. 2. If they develop symptoms during the next 14 days, then they should stay home, inform their manager, and call WHS hotline. Do NOT come to work even with mild symptoms