



Work Reporting Expectations (COVID-19) as of 6/23/2020

CDC COVID-19 Symptoms: Fever (100.4° F or higher), Cough, Shortness of breath, Chills, Muscle aches, Sore throat, New loss of taste and or smell

1	2	3	4	5	6	7	8
Employee Status	Any TWO or more of the COVID-19 Symptoms listed above	FEVER plus ANY of the other COVID-19 Symptoms listed above	Close Contact*** with someone with any ONE of the COVID-19 Symptoms listed above	Close Contact*** with Someone with FEVER and ANY of the other COVID-19 Symptoms listed above	Close Contact with CONFIRMED COVID-19 Patient		IF YOU ARE DIAGNOSED WITH COVID-19
Work Restrictions	Notify Principal or Supervisor	Notify Principal or Supervisor	No Work Restrictions	Notify Principal or Supervisor	ASYMPTOMATIC	SYMPTOMATIC 100.4° F or greater using an oral thermometer OR respiratory symptoms (cough, shortness of breath, sore throat)	Notify Principal or Supervisor and Local Health Department or Physician
	Unable to work until symptom free for at least 24 hours and/or documentation/attest of alternative diagnosis.	Unable to work until free of fever (using an oral thermometer). No fever or any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants) AND at least 10 days have passed since your symptoms first appeared OR provide documentation of an alternative diagnosis.	Practice Social Distancing Self-monitor** for symptoms (see above list)	Practice Social Distancing Self-monitor** for symptoms (see above list) May return to work after that person no longer has fever for 72 hours OR is confirmed negative for COVID-19.	Notify Principal or Supervisor Self-monitor for symptoms (see above list) Unable to report to work for 14 days after known exposure OR 14 days after positive patient's symptoms end if exposure is ongoing.	Notify Principal or Supervisor and Local Health Department or Physician Self-Isolation Unable to report to work for 14 days after known exposure AND no fever or any other symptom for at least 72 hours without the use of fever reducing or other symptom- altering medicines (e.g. cough suppressants) AND at least 10 days have passed since symptoms first appeared.	Self-Isolation Unable to report to work for 14 days after known exposure AND no fever for at least 72 hours without the use of fever-reducing or other symptom altering medicines (e.g. cough suppressants) AND at least 10 days have passed since symptoms first appeared.
	*Sick Leave unless Work from Home approved by Superintendent or designee	*Sick Leave unless Work from Home approved by Superintendent or designee		*Sick Leave unless Work from Home approved by Superintendent or designee	*Sick Leave unless Work from Home approved by Superintendent or designee	*Sick Leave unless Work from Home approved by Superintendent or designee	*Sick Leave unless Work from Home approved by Superintendent or designee
Return to Work	Employee must ATTEST that s/he has spoken to qualified medical professional who has deemed COVID-19 Testing not warranted OR employee has received Negative Test result	Employee must ATTEST that s/he has spoken to qualified medical professional who has deemed COVID-19 Testing not warranted OR employee has received Negative Test result	N/A	No Doctor Statement Needed to Return to Work	No Doctor Statement Needed to Return to Work	Employee must get COVID test performed. Doctor statement or statement from Health Department REQUIRED to Return to Work	Doctor Statement or Statement from Health Department REQUIRED to Return to Work

This document will be updated as necessary, or as laws necessitate, to maintain employee and student safety.

* Work from home with superintendent or designee approval. Sick Leave refers to any leave available at the time of absence, i.e. Emergency COVID Sick Leave or HCS Sick leave.

** Self-monitor: Take temperature twice a day and remain alert for COVID-19 symptoms and notify appropriate healthcare provider if COVID-19 symptoms develop.

*** Close Contact: (Living in same home is assumed close contact.)

- Someone who has been within 6 feet of an infected person for at least 30 minutes starting from 48 hours before illness onset until the time the patient is isolated; or
- Having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on)

REMEMBER: MAINTAIN 6 FEET BETWEEN YOU AND OTHER EMPLOYEES AT ALL TIMES UNLESS A SPECIFIC JOB MANDATES THAT YOU WORK IN CLOSER PROXIMITY. WEAR REQUIRED PERSONAL PROTECTIVE EQUIPMENT.