



COVID-19 Preparedness

Employee & Healthcare Workers Monitoring, Testing and Clearance Process

Last Revised June 3, 2020

Section 1: Mandatory Monitoring of All Staff

Oneida Health has required that **ALL** healthcare workers and employees **self-monitor** by taking their temperature twice daily and assessing for COVID-19 like illness.

Signs and symptoms of COVID -19 include:

- Fever (for healthcare workers any temperature greater than 100.4 Fahrenheit)
- Shortness of breath
- New onset persistent cough
- Nasal congestion & runny nose not associated with seasonal allergies
- Sore throat
- GI symptoms (nausea, vomiting, diarrhea)

Healthcare workers/employees who do not have any symptoms of COVID-19 should report to work, regardless of known COVID-19 exposure, unless they have been instructed by their supervisor/manager to work from home.

NOTE: The above guidance is subject to change based on Local, State and Federal health authority guidelines.

For healthcare workers and staff that have tested positive for COVID-19 refer to guidance below.

Section 2: Symptomatic Healthcare Workers and Employees

If healthcare workers or other employees develop any of the above signs and symptoms, they should not report to work. If any signs and symptoms occur while working, the healthcare worker/employee **MUST** immediately mask and leave the patient care area and inform their supervisor.

ALL employees with related symptoms **MUST** notify the Employee Health Office during normal business hours. Employee Health will recommend follow up with your Primary Care Physician (PCP) in order to return to work. If you meet the criteria to be tested, your provider should also order testing. We can help you arrange to have the specimen collected at our specimen collection site outside of the ER.

If you develop worsening symptoms such as difficulty breathing, please contact your doctor and/or go to Quick Care or the Emergency Department for immediate attention.

What you should do

- Rest, staying hydrated, and sleep are typically helpful in your recovery.
- Manage and treat your symptoms with fluids and medicines for fevers, cough, and other cold symptoms.
- Call your doctor if you start to feel worse (increased congestion, coughing or fevers).
- Seek emergency medical treatment if you have difficulty breathing.

- Clean your hands often. Wash your hands with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water should be used preferentially if hands are visibly dirty.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your mouth and nose with a tissue when you cough or sneeze. Throw used tissues into a lined trash can. Immediately wash your hands with soap and water or hand sanitizer

Section 3: If You Have Been Tested for COVID-19

Staff that are symptomatic and have been tested for COVID-19 will be required to remain out of work until test results come back, and longer depending on test results. You will be placed under precautionary quarantine by your Local Health Department.

Employee Health will contact you with your test results once they are received. Please do not reach out unless you have other concerns. Tests can take up to 96 hours to result.

Returning to Work

NEGATIVE Test Result: Personnel will be able to return to work after they have been afebrile (temperature <100.5) for at least 24 hours without taking fever reducing medications (e.g. aspirin, acetaminophen).

POSITIVE test result: Personnel are able to return to work **10** days after symptom onset or after they have been consistently afebrile (temperature <100.5) for at least 72 hours without taking fever reducing medications (e.g. aspirin, acetaminophen), whichever is longer. This is subject to change depending on the employee's job title and location, and at the discretion of the Employee Health Department.

Section 4: Employees and Healthcare Workers with Exposures in the Healthcare Setting

In the setting of a high-risk exposure (i.e. prolonged contact with a confirmed COVID-19 patient, without appropriate PPE) the healthcare worker should contact Employee Health for guidance. Exposures are reportable to the Local Health Department and will be managed by such.

Healthcare workers may report to work as long as they remain asymptomatic. These personnel will be required to wear a surgical mask throughout their shift and **self-monitor for 14 days** by taking their temperature twice daily and assessing for COVID-19 like illness. Signs and symptoms of COVID -19 include:

- Fever (for healthcare workers any temperature greater than 100°F Fahrenheit)
- Shortness of breath
- New onset persistent cough
- Nasal congestion & runny nose not associated with seasonal allergies
- Sore throat
- GI symptoms (nausea, vomiting, diarrhea)

***NOTE: The above guidance is subject to change based on Local, State and Federal health authority guidelines.**

References:

New York City Department of Health and Mental Hygiene Health Alert # 6 COVID-19 Updates for New York City March 15, 2020

<https://www1.nyc.gov/assets/doh/downloads/pdf/han/alert/2020/covid-19-03152020.pdf>

Centers for Disease Control and Prevention (CDC), Interim U.S. Guidance for Risk Assessment and Public Health Management of Healthcare Personnel with Potential Exposure in a Healthcare Setting to Patients with Coronavirus Disease (COVID-19) March 7, 2020

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assesment-hcp.html>

Centers for Disease Control (CDC)

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>

New York State Department of Health: Health Advisory – Protocols for Personnel to Return to Work Following COVID-19 Exposure. March 16, 2020