

MEMORANDUM



TO: County Elected Officials and Department Directors
 FROM: Brittany Fain, Director of Risk, Safety and Emergency Management
 DATE: July 31, 2020
 SUBJECT: COVID-19 Quarantine and Isolation Leave Guidelines

Quarantine and Isolation Leave Guidelines

The following matrix should be used as guidance to determine an employee’s status and leave type usage.

All leave and remote work must be approved by the supervisor and/or adhere to established County policy.

Situation	Return to Work	Leave Type and Order
Employee is Symptomatic and COVID Test Positive	At least 10 days after onset of symptoms and 24 hours fever free and reduction of symptoms	Q19, C19, Long Term Sick Leave, Admin Leave or Remote
Employee is Asymptomatic and COVID Test Positive	10 days after positive test	Q19, C19, Long Term Sick Leave, Admin Leave or Remote
Employee is Symptomatic with No Medical Evaluation	Contact Supervisor	C19, PPL/Vaca, Long Term Sick Leave, or Remote
Employee is Symptomatic and awaiting COVID Test Results	Contact Supervisor	Q19, C19, Long Term Sick Leave, Admin Leave or Remote
Employee is Asymptomatic, Awaiting Test Results	Report to work and monitor symptoms per CDC Guidelines.	N/A
Human Resources Contacts an Employee After Contact Tracing Identifies a Potential Work Exposure	14 Days Mandatory Quarantine or 2 Negative Tests at least 24 hours apart if returning prior to 14 days	Q19, C19, Admin Leave or Remote
An Employee's Immediate Household Member Tests Positive for COVID	14 Days <u>Optional</u> Quarantine or 2 Negative Tests at least 24 hours apart if returning prior to 14 days (Qualifies as FMLA Event)	Q19, C19, Long Term Sick Leave, or Remote
An Employee Identifies a Potential Exposure to a Non-Household Member who Tests Positive for COVID	Report to work and monitor symptoms per CDC Guidelines.	N/A
An Employee Identifies a Potential Exposure to a Symptomatic (non-COVID Test Positive), Household or Non-Household Individual	Report to work and monitor symptoms per CDC Guidelines	N/A

The Centers for Disease Control and Prevention (CDC) has issued guidance identifying all government employees as Critical Infrastructure Employees. Under this designation, quarantine conditions may be modified.