



535 Main Street, Olean NY 14760

EMPLOYEE TRAVEL TO HIGH-RISK COVID 19 AREAS

Policy Statement: *Olean Medical Group LLP is committed to ensuring a safe work environment for our employees and a safe environment for our patients.*

High Risk Travel

- In Accordance with the NYS Travel restrictions, high risk areas are determined by the following methods:
 - An area with a positive test rate higher than 10 per 100,000 residents over a seven-day rolling average OR
 - A testing positive rate of higher than a 10% over a seven-day rolling average.

Travel to High Risk Areas

- Non-essential travel to any of the high-risk areas as deemed by NY State is your personal choice and will require adherence to this policy upon returning from high risk area.
- OMG encourages all employees **to avoid travel** to any of the high-risk areas for non-essential reasons.
- All required quarantine time related to non-essential travel to high risk areas require you to use benefit time and once benefit time has been exhausted the time will be unpaid.
- If your non-essential travel area becomes a High-Risk Area prior to your return home, you will be required to follow this policy upon returning.

Returning from a High-Risk Area as deemed by NYS

- **COVID 19 Swab**
 - All OMG employees will be required to obtain a COVID 19 nasal swab as soon as possible upon returning. The swab **should be collected within 24 hours**. (OMG offers nasal swabbing during regular working hours except after 12pm on the last day of the week, Department of Health agencies also provide COVID testing).
 - Employee will be required to quarantine at home until the swab results return. It is the employee's responsibility to obtain written documentation that the swab was negative or positive and submit it to the Director of Nursing prior to your return to work.
 - Refusal of a COVID 19 swab will require the employee to complete the 14-day quarantine time period.
- **Negative COVID 19 Swab**
 - Employee may return to work once a negative swab result has been received and they have remained asymptomatic for COVID 19.

- Fever free without use of fever reducing medications for 72 hours
 - No cough, shortness of breath, loss of taste or smell, fatigue/muscle aches, congestion/runny nose, nausea or vomiting and diarrhea
 - Employee will notify their immediate supervisor if they start to have symptoms while at work.
 - Employee should go home immediately.
 - Repeat COVID 19 nasal swab.
- Employee will adhere to the following until 14 days has passed since their return from a high-risk area:
 - Employee will wear a mask at all times while at work.
 - Employee will sanitize their work area a minimum of four times a day or more frequently if suspected contaminated.
 - Employee will take their temperature upon arrival to work and in the afternoon
 - It is the employee's responsibility to report the afternoon temperature to Administration or the Director of Nursing
 - Employee will maintain social distancing requirements while at work.
 - NYDOH recommends that the employee should isolate at home as much as possible while not at work and practice social distancing at all times and wear a mask in public.
- **Positive COVID 19 Swab**
 - Employee who test positive for COVID 19 may return to work once the following criteria are met:
 - Employee has maintained isolation for at least 7 days after illness onset (ie. Symptoms first appeared) and have not had a fever for at least 72 hours, without the use of fever-reducing medications, and with other symptoms improving.
 - Employee who tests positive will adhere to the following until 14 days has passed since their return from a high-risk area and are symptom free:
 - Employee will wear a mask at all times while at work.
 - Employee will sanitize their work area a minimum of four times a day or more frequently if suspected contaminated.
 - Employee will take their temperature upon arrival to work and in the afternoon
 - It is the employee's responsibility to report the afternoon temperature to administration or the Director of Nursing
 - Employee will maintain social distancing requirements while at work.
 - Employee should isolate at home as much as possible while not at work and practice social distancing at all times and wear a mask in public.

(NYSDOH) New York State Department of Health (May 19, 2020). *Health Advisory: Ensuring Access to Health Care Services During COVID-19* Retrieved May 21, 2020.
https://coronavirus.health.ny.gov/system/files/documents/2020/05/doh_covid19_accessroutin_ehealthcare_051920.pdf

(NYSDOH) New York State Department of Health (June 24, 2020). *Interim Guidance for Quarantine Restrictions on Travelers Arriving in New York State Following Out of State Travel*. Retrieved July 1, 2020
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(NYSDOH) New York State Department of Health (March, 28, 2020). *Protocols for Essential Personnel to Return to Work Following COVID-19 Exposure or Infection* Retrieved July 1, 2020.
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