

Protocol for Employees Testing Positive or Direct Exposure to COVID-19

For employees that test positive to COVID-19:

- i. Do not come to campus.
- ii. Immediately notify Human Resources by completing the COVID-19 form at <https://www.iavalley.edu/covid-employee-reporting-form/> or calling your supervisor
- iii. Employee will be required to isolate at their home for ten (10) days or longer and must be symptom free without fever-reducing medication for 24 hours.
- iv. At the District's discretion, employee may need to provide a release from their health care provider before their return to work on campus.
- v. Employees are expected to be in contact with their supervisors regarding remote work during their absence if that is a possibility.

For Employees that have been in close contact with an individual who has COVID-19:

- i. Do not come to campus.
- ii. Immediately notify the College by completing the COVID-19 form at <https://www.iavalley.edu/covid-employee-reporting-form/> or calling your supervisor.
- iii. Employees who do not test for COVID-19 will quarantine for 10 days and must be symptom free without fever-reducing medication for 24 hours prior to returning to class.
- iv. Employees who test and are negative may return to campus after 7 days if the test was administered on or after Day 5 of the quarantine and are symptom free without fever-reducing medication for 24 hours prior to returning to class.
- v. After stopping quarantine, Employees should continue to watch for symptoms until 14 days after exposure and are required to wear a mask at all times, except when eating.
- vi. Employees are expected to be in contact with their supervisors regarding remote work during their absence if that is a possibility.

For Employees showing symptoms of COVID-19 or does not feel well:

- i. Do not come to campus.
- ii. Contact your health care provider.
- iii. Immediately notify the College by completing the COVID-19 form at <https://www.iavalley.edu/covid-employee-reporting-form/> or calling your supervisor.
- iv. If tested for COVID-19, self-quarantine and do not come to campus until the results are known.
- v. Employees who test and are negative may return to campus after 7 days if the test was administered on or after Day 5 of the quarantine and are symptom free without fever-reducing medication for 24 hours prior to returning to class.
- vi. After stopping quarantine, Employees should continue to watch for symptoms until 14 days after exposure and are required to wear a mask at all times, except when eating.

- vi. Employees who test positive: Employee will be required to isolate at their home for ten (10) days or longer and must be symptom free without fever-reducing medication for 24 hours.
- vii. At the District's discretion, employee may need to provide a release from their health care provider before their return to work on campus.
- vii. Employees are expected to be in contact with their supervisors regarding remote work during their absence if that is a possibility.