

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

Effective January 6, 2022, employee protocols for [isolation and quarantine](#) have been updated based on [changes](#) issued by the Centers for Disease Control (CDC). Note: The following may be subject to change based on updated guidance and regulations.

For employees who 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 or human resources.
- iii. Isolate at your home for at least five days or longer (Day 1 is the first full day after your symptoms developed).
- iv. After five full days:
 - a. If you still have symptoms and a fever, continue to stay home until your fever or symptoms resolve (24-hours fever-free).
 - b. If your symptoms have improved and you are fever-free/symptom-free, you can leave your house.
 - c. Continue to wear a mask around others for 5 additional days.
- v. At the College's discretion, you may need to provide a release from your health care provider before returning to campus/classes.

Employees who were exposed to someone with COVID-19 (Quarantine):

- Do not come to campus or attend classes, unless you fit Scenario 1 (see table below).
- Immediately notify the College by completing the COVID-19 employee reporting form <https://www.iavalley.edu/covid-employee-reporting-form/>.

Scenario 1 (No symptoms)	<p>If you are <u>up-to-date</u> with your COVID-19 vaccination, which means you:</p> <p>Have been boosted</p> <p>OR</p> <p>Completed the primary series of Pfizer or Moderna vaccine within the last 6 months</p> <p>OR</p> <p>Completed the primary series of J&J vaccine within the last 2 months</p>	<ul style="list-style-type: none"> • If you are up-to-date with COVID-19 vaccination, you may be on-campus. • Wear a mask around others for 10 days. • Test on day 5, if possible. <p><i>If you develop symptoms get tested and stay home.</i></p>
Scenario 2 (No symptoms)	<p>If you are NOT up-to-date with your COVID-19 vaccination, which means you:</p> <p>Completed the primary series of Pfizer or Moderna vaccine over 6 months ago and are <u>not</u> boosted</p> <p>OR</p> <p>Completed the primary series of J&J over 2 months ago and are <u>not</u> boosted</p> <p>OR</p> <p>Are <u>unvaccinated</u></p>	<ul style="list-style-type: none"> • Stay home for 5 days. After that continue to wear a mask around others for 5 additional days. • If you can't quarantine you must wear a mask for 10 days. Note: IVCCD is requiring students to stay home for the first 5 days. • Test on Day 5 if possible <p><i>If you develop symptoms get a test and stay home.</i></p>

Scenario 3 (symptoms present)	<p>Regardless of vaccination status:</p> <p>If you have or develop symptoms, get a test and stay home.</p>	<ul style="list-style-type: none"> • Follow process above, “For employees who test positive to COVID-19” • End isolation after 5 full days if you are fever-free for 24 hours (without the use of fever-reducing medication) and your symptoms are improving. Continue to wear a mask around others for 5 additional days.
--	---	---

- At the College’s discretion, you may need to provide a release from your health care provider before returning to campus/classes.

How will I be paid during quarantine or isolation?

If you are ill, or exposed and waiting for test results, or in isolation, you may use your sick leave benefits. Some employees may be able to work remotely with approval, so ask your supervisor about this option. Not all employees will be able to work remotely and there will be a defined plan of work to be completed if remote work is approved.

We encourage employees to get vaccinated, wear a mask and stay at home when you are sick. If you are not vaccinated, contact your local health provider or search [Vaccines.gov](https://www.vaccines.gov) for vaccine availability.

There may be situations that are not covered in the above protocols. If you have questions please contact your supervisor or Human Resources.

Helpful Links:

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>

<https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html>

Testing Information:

<https://www.testiowa.com/en>

<https://www.doineedacovid19test.com/>

<https://www.walgreens.com/findcare/covid19/testing>

<https://www.hy-vee.com/my-pharmacy/services/covid-19-testing>