Oneida Health

Subject/Title: Employee & Healthcare Workers COVID Monitoring, Testing and Clearance Process

Policy: Oneida Health has required that **ALL** healthcare workers **self-monitor** by taking their temperature prior to their shift and assessing for COVID-19 like illness.

Purpose: To provide guidance to staff on process for COVID-19 preparedness   .

Scope: This policy applies to all Board members, officers, managers, and other workforce members including, employees, trainees, volunteers, providers, consultants, independent contractors, students and temporary workers ("Affected Persons") of Oneida Health Hospital (OHH) including the hospital and all of its departments and health centers, the Extended Care Facility, OHH's affiliated physician practices (Oneida Medical Services, PLLC, Oneida Medical Practice, PC and Genesee Physician Practice, PLLC), and any other department or entity which is part of OHH as appropriate.

Procedure:
Section 1: Mandatory Monitoring of All Staff
Oneida Health has required that **ALL** healthcare workers **self-monitor** by taking their temperature prior to their shift and assessing for COVID-19 like illness. This should be documented on the Symptom Monitoring Log (01889) every shift, signed off and kept by manager/supervisor.
Signs and symptoms of COVID -19 include:

- Fever (for healthcare workers any temperature greater than 100.0 Fahrenheit)
- Shortness of breath
- New onset persistent cough
- Nasal congestion & runny nose not associated with seasonal allergies
- Sore throat
- GI symptoms (nausea, vomiting, diarrhea)

Anyone who answers "yes" to the questions on the log, or who has a temperature reading of >100.0 should notify their manager/supervisor or Infection Control/Employee Health (IC/EH) (during normal Monday-Friday business hours) before reporting to work. Reporting to work is considered an attestation that you do not have any symptoms related to COVID-19.

Section 2: Symptomatic Healthcare Workers and Employees
Oneida Health makes COVID-19 testing for symptomatic and exposed individuals available at no cost to its employees and staff
If healthcare workers or other employees develop any of the above signs and symptoms, they should not report to work. **ALL** employees with related symptoms **MUST** notify the IC/EH Office during normal Monday-Friday business hours. IC/EH will recommend follow up based on individual presentation.
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.

An employee or staff member who experiences symptoms of COVID-19 or who has come into close *unmasked* contact with an individual with COVID-19, or who otherwise meets criteria for requiring a COVID-19 test will contact IC/EH during normal Monday-Friday business hours. For requirements outside of normal business hours, the employee or staff member should contact their manager/supervisor or go to the ED or Quick Care to be seen and tested.

IC/EH will collect the employee's demographic information, and submit to Patient Registration who will provide labels and demographic sheet needed to process the test. IC/EH will provide the employee with a testing time, and will collect specimens during those designated times. Once results are complete, the IC/EH office will notify employees/staff of any positive result. Negative results will also be provided upon request. Employees will be provided time off per NYS COVID-19 regulations and Oneida Health HR policies.

Work Restriction During Contingency Plan:
***In limited circumstances where there is a critical staffing shortage*:**
Infected healthcare workers that are **not** fully-vaccinated:
- Quarantine for 10 days, or 7 days with a negative test
- May return to work on day 6 if asymptomatic, mildly symptomatic and symptoms have greatly improved

Infected healthcare workers that are **fully-vaccinated or boosted**:
- Quarantine for 5 days, with day 0 counting as first day of positive test, or first day of symptoms
- May return to work on day 6 if asymptomatic, mildly symptomatic and symptoms have greatly improved

Exposed healthcare workers (fully-vaccinated, boosted or not fully-vaccinated):
- No work restrictions with negative tests on days 5 and 7 post-exposure
- If symptomatic, must be tested as soon as possible
- Must be asymptomatic or if mild symptoms, will need negative test to return to work

The individual must be able to consistently and correctly wear a well-fitting face mask, a higher-level mask such as a KN95, or a fit-tested N95 respirator while at work. The mask should fit with no air gaps around the edges.

In the healthcare setting, if the individual wears a face mask rather than a respirator, it must be a well-fitting, medical-grade, surgical face mask. This is including in non-patient care areas such as breakrooms and offices.
- In other settings, face masks should be well-fitting, disposable, non-woven masks. Other face coverings including cloth masks are not allowed except as part of double masking with a medical-grade, disposable mask underneath.

Individuals who are moderately to severely immunocompromised are not eligible to return to work under this guidance. The individual should also be restricted from contact with severely immunocompromised patients

NOTE: Individuals working under this policy must continue to stay at home, take precautions to avoid household transmission, and observe other required elements of isolation while not at work until the end of the 10-day period.

What You Should Do To Remain Healthy:
- Get vaccinated. IC/EH can assist in receiving the COVID vaccine and/or booster if interested.
- Rest, staying hydrated, and sleep are typically helpful in recovery.
- Manage and treat symptoms with fluids and medicines for fevers, cough, and other cold symptoms.
- Contact your Primary Care Provider if symptoms worsen (increased congestion, coughing or fevers).
- Seek emergency medical treatment for difficulty breathing.

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

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

Staff that have been tested for COVID-19 *may* be required to remain out of work until test results come back, depending on symptoms presented. This will be at the discretion of IC/EH upon triage of employee. Employees are required to notify IC/EH once they are aware of their exposure. They will be scheduled accordingly and provided further instruction. During this period of testing, the employee will need to continue to symptom monitor daily and notify the IC/EH department if any symptoms present. The employee will be required to wear a mask at all times unless eating or drinking, which will need to be taken at a safe, separated distance from others.

Returning to Work During a Non-Contingency Plan:
NEGATIVE Test Result: Personnel will be able to return to work after they have been afebrile (temperature <100.0) for at least 24 hours without taking fever reducing medications (e.g. aspirin, acetaminophen) and do not have other symptoms that may result in spread of infection (i.e. active cough, flu like symptoms).
POSITIVE Test Result: Personnel are able to return to work **5-10** days after symptom onset and after they have been consistently afebrile (temperature <100.0) for at least 48 hours without taking fever reducing medications (e.g. aspirin, acetaminophen), whichever is longer. If the positive employee is not symptomatic, the 10-day quarantine starts from the positive test date. This is subject to change depending on the employee's job title and location, and at the discretion of the IC/EH 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 IC/EH for further guidance. Exposures are reportable to the Local Health Department and will be managed accordingly.

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

Other related Policies/Procedures:
Previous Policy #:
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: Interim Advisory on Return to Work Protocols for Personnel with SARS-COV-2 Infection or Exposure to SARS-COV-2 in Healthcare Settings. January 4, 2022
Standards:
Forms: Symptom Monitoring Log (01889)
Approved by: