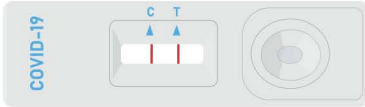


# COVID-19 Guidance 2023

Employees must report leave needs to Supervisor and contact Human Resources within 24 hours of positive test result or exposure.

## 1. Employee Tested Positive

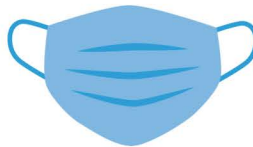


All Employees Who Test Positive for COVID-19 **will be excluded from the workplace for 5 days** after the start of symptoms or after date of first positive test if no symptoms.

Positive employee may return to workplace after day 5 if **symptoms are not present** or are resolving **AND a COVID-19 test** collected on day 5 or later **tests NEGATIVE**.



Employee who test positive for COVID-19 must wear face coverings around others for a total of **10 days**.



If employee **tests positive for COVID-19 on day 5**, or later, **isolation can end** and employee **may return** to campus after day 10 **if fever free** without medication.

Employees with fever must not return to workplace until 24 hours after the fever resolves without use of fever-reducing medication.

## 2. Employee Exposed to Someone with COVID-19



**Asymptomatic and exposed employees must test within 3 to 5 days** after their last close contact. **Employees may continue to work on campus and must wear face coverings** around others for a total of **10 days after exposure**.

Asymptomatic and exposed employees that **test positive for COVID-19 must follow #1** – Employee Tested Positive requirements.



**Symptomatic and exposed employees must be excluded from the workplace and test as soon as possible.** Employee will continue to be excluded from the workplace until test results are obtained and Human Resources clears employee to return to the workplace.

If symptomatic and exposed **employee tests negative** and **returns to workplace earlier than 10 days** after close contact, employee **must wear face covering** around others for **10 days**.



If you are not approved to work on campus, please contact Human Resources immediately. Email [HRCovidResponse@msjc.edu](mailto:HRCovidResponse@msjc.edu) or call Giselle Guerrero at 951-487-3135.

Symptomatic employees or COVID-19 positive employees, unable to test, or choosing not to test, must be excluded from workplace for 10 days. **Employees will utilize their available sick leave balances when excluded from the workplace** following Cal/OSHA ETS and CDPH's Isolation and Quarantine Guidance.