

COVID-19 Fit for Duty & Screening Criteria

Updated 11.1.22



What to do if you have symptoms of COVID-19

Tiers	Symptoms	Employee action(s)	Action(s) following test result	Work Guidance
1	<ul style="list-style-type: none"> Fever $\geq 100^\circ$ Uncontrolled cough Uncontrolled nasal secretions 	Take a COVID-19 Test: <ul style="list-style-type: none"> Complete Employee Health Symptoms Survey Complete an antigen test, at home or work 	If negative , return to work when: <ul style="list-style-type: none"> Fever is resolved for 24 hours without medicines Cough is controlled Nasal secretions are controlled 	May not work until symptoms improve Notify your manager and follow your normal sick process as needed
			If positive , refer to page 3 for return-to-work guidance	May not work until cleared by Employee Health Notify your manager and follow your normal sick process until cleared
2	<ul style="list-style-type: none"> Controlled Cough New shortness of breath or difficulty breathing Chills or repeated shaking with chills Sore throat New loss of sense of smell or taste 	Take a COVID-19 Test: <ul style="list-style-type: none"> Complete Employee Health Symptoms Survey Complete an antigen test, at home or work Notify your manager and follow your normal sick process as needed 	If negative , you may continue working	May work with a negative antigen test Notify your manager and follow your normal sick process if needed
			If positive , refer to page 3 for return-to-work guidance	May not work until cleared by Employee Health Notify your manager and follow your normal sick process until cleared
3	<ul style="list-style-type: none"> Unexplained body aches or muscle pain (myalgia) New headache New, unexplained tiredness/fatigue, and/or dizziness New runny nose or congestion New decreased appetite Vomiting or diarrhea* 	1 symptom - Testing is not advised, and you may continue working	No testing advised	May work without a test Notify your manager and follow your normal sick process if needed
		2 or more symptoms - Take a COVID-19 Test <ul style="list-style-type: none"> Complete Employee Health Symptoms Survey Complete an antigen test, at home or work 	If negative , you may continue working	May work with a negative antigen test Notify your manager and follow your normal sick process if needed
			If positive , refer to page 3 for return-to-work guidance	May not work until cleared by Employee Health Notify your manager and follow your normal sick process until cleared
*May not work with active vomiting or diarrhea , regardless of test results				

Regardless of your eligibility to work, seek medical care as needed for symptoms. Communicate with Employee Health regarding symptoms or an exposure through the [Employee Health Symptoms Survey](https://www.surveymonkey.com/r/DW9LL3G) (<https://www.surveymonkey.com/r/DW9LL3G>), and send a picture of your results with your name and test date to Employee_Health@Valleymed.org. The [Employee Health Symptoms Survey](https://www.valleymed.org) can be found on [valleymed.org](https://www.valleymed.org), on the [COVID-19 Advisory Site](#) (from the Access Bar), and on MyValley.



What to do if you've been exposed to COVID-19

Current Status: Conventional* for COVID-19 Exposures

As of 3.23.22, as determined by VMC's COVID-19 Incident Command, we are operating under the CDC's **Conventional*** standards for COVID-19 exposures as indicated below until further notice. Report all exposures using the [Employee Health Symptoms Survey](#). Work restrictions will depend upon the details of your exposure and vaccination status; Employee Health will help you understand which restrictions (if any) apply when you report your exposure. To enhance your understanding, you may also review the following Definitions, Work Restrictions, and examples of High versus Low-Risk Exposures that guide Employee Health's practices.

Definitions:

- **AGP:** Aerosol-Generating Procedure.
- **HCW:** Healthcare Worker. Everyone who works at VMC, regardless of role.
- **Close contact:** Being within 6 feet of a person with COVID-19 for ≥15 minutes, being ≥6 feet apart for long periods of time in indoor areas with poor ventilation, or having unprotected contact with secretions of the person with COVID-19, starting 2 days before their symptoms began or 2 days prior to positive specimen collection. Exposure during AGP, even <15 minutes, is considered close contact. 15 minutes is cumulative over a 24-hour period.
- **Community:** Any location outside work and your household (i.e., fitness center, restaurant, spa).
- **Exposure:** Having close contact with a person with COVID-19 during their infectious period.
- **Fully Vaccinated:** >2 weeks post second dose mRNA vaccination or single dose J & J vaccination.
- **Household:** Prolonged indoor exposure without PPE in an indoor setting without adequate ventilation.
- **PPE:** Personal Protective Equipment.
- **Respirator:** Fit-tested N95 or CAPR.

High-Risk Exposure: Work Restrictions for Asymptomatic Healthcare Worker (HCW)

Vaccination Status	Conventional*	Contingency	Crisis
Up to date: HCW has received all recommended doses in their primary series COVID-19 vaccine, and a booster dose when eligible†.	No work restrictions, with negative test on days 2‡ and 5-7, then weekly if an ongoing exposure	No work restrictions, no testing needed unless symptoms develop	No work restrictions
Not Up to Date: HCW is 1) fully vaccinated and eligible to be but is not yet boosted, or 2) unvaccinated , even if within 90 days of prior infection	No work restrictions, with negative test on days 2‡ and 5-7, then weekly if an ongoing exposure Fully vaccinated HCW's must also continuously wear a <i>non-fit-tested</i> N95 for source control while in the workplace. Unvaccinated HCW's must always wear a <i>fit-tested</i> N95 per existing accommodations.	No work restrictions with negative tests on days 1‡, 2, 3, & 5-7	No work restrictions (test if resources allow)

Household exposures are always high risk. Asymptomatic testing must be by sequential rapid antigen testing (i.e. two rapid antigen tests 24 hours apart for each testing interval), or by PCR collected elsewhere.

*For Conventional, VMC has adopted one of the CDC's mitigation strategies for staffing shortages, requiring employees who have had a high-risk exposure to wear an N95 for source control in the workplace if they are Not Up to Date with COVID-19 vaccination.

†Booster eligible: 5 months after last dose in primary series of Pfizer or Moderna, and 2 months after first dose of Johnson & Johnson.

Low-Risk Exposure: Work Restrictions for Asymptomatic Healthcare Worker (HCW)

Vaccination Status	Conventional	Contingency	Crisis
Up to Date or Not Up to Date , unless within 90 days of prior infection	No work restrictions, with negative test on day 5‡	No work restrictions, no testing needed unless symptoms develop	No work restrictions

‡For calculating day of test: day of exposure is day 0. Testing on exact day might not be feasible due to testing hours of operation/capacity and/or work schedule. Tests will be completed as close to protocol as possible.

High versus Low-Risk Exposure:

	Person with COVID-19 (symptomatic or asymptomatic)		
≥15 minutes exposure	No mask	Wearing a mask	AGP
HCW no mask	High	High	High
HCW + mask only	High if <u>not</u> fully vaccinated	Low	High
	Low if fully vaccinated		
HCW + respirator	Low	Low	Low

Red boxes in the table show exposures considered high-risk because they involve exposure of HCW’s nose or mouth to material potentially containing virus. The **green boxes** show low-risk exposures, which occur in the presence of appropriate PPE or are lower risk due to vaccination status. When unexpected

exposure occurs in the workplace, Employee Health reviews and posts on the Employee Health – COVID Events SharePoint site: <https://valleymed.sharepoint.com/teams/vmc/IncidentAdvisory/Exposures/Lists/Events/calendar.aspx>. HCWs who self-identify as having had a breach in PPE should complete the [Employee Health Symptoms Survey](#) so Employee Health can evaluate the level of risk for the exposure and provide appropriate guidance. HCWs must also notify Employee Health of their known exposures in the community.

What to do if you test positive for COVID-19

Current Status: Contingency Level 3 for Return to Work

As of 5.9.22, as determined by VMC’s COVID-19 Incident Command, we are operating under the CDC’s **Contingency (Level 3)** standards for return to work as indicated below until further notice.

Your work restriction will depend upon the severity of your symptoms, when your symptoms started, or when you tested positive if your symptom onset is unclear. Return to work must be coordinated through Employee Health, and if an antigen test is needed to return to work, you will receive further instruction.

COVID-19 Detected/Positive: Work Restrictions for HCW with SARS-CoV-2 Infection

Vaccination Status	Conventional	Contingency			Crisis
		Level	Asymptomatic (No symptoms)	Mild Symptoms‡ (& improving)	
Boosted, Vaccinated, or Unvaccinated	10 days OR 7 days with negative antigen test†, if asymptomatic or mildly‡ symptomatic (with improving symptoms)	1	5 days <u>with</u> negative antigen test		No work restriction, with prioritization considerations (e.g., asymptomatic or mildly‡ asymptomatic)
		2	5 days <u>without</u> negative test	5 days <u>with</u> negative antigen test	
		3	5 days <u>without</u> negative test		

†Negative test result within 48 hours before returning to work.

‡Employee Health uses the [CDC’s definitions of illness severity](#), although any fever must be less than 100° F for 24 hours with no fever reducing medication, and the employee must have resolution of vomiting and/or diarrhea.

COVID-19 Testing

How do I get testing?

1. Rapid antigen testing at no cost:
 - Available for free mail delivery through <https://sayyescovidhometest.org/>. You are encouraged to keep tests on hand for whenever needed.
 - Available for pickup through Employee Health, Monday-Friday, 8am-4:30pm. (Closed weekends and holidays recognized by VMC.)
 - Available with a referral from your lead through Employee Health's Covid Testing On-the-Go process. Kits are available 24/7 on the main campus, and during operational hours at your off-site clinic.
2. Testing with medical care: If you need medical care AND testing, you are encouraged to visit any of VMC's Urgent Care Clinics. This is no cost for VMC employees with a current VMC medical plan; may be a cost associated for other VMC employees. Locations: Covington South, Maple Valley, and Renton Landing. Please see www.valleymed.org for hours of operation.



Expectations for Communication

- Employees are responsible for communicating their work status with their manager per department policy.
- Employee Health will notify your manager of your test results, as you make Employee Health aware.
- If your antigen test is negative, you are cleared return to work immediately when your test is resulted unless you have an uncontrolled cough, uncontrolled runny nose, fever >100, or vomiting or diarrhea.
- If you're tested through any testing location, you must notify Employee Health of your positive result as indicated on page 1.

Paid Administrative Leave

As of November 1, 2022, in alignment with the end of Valley's disaster response, our COVID Paid Administrative Leave (PAL) program is no longer active.

FAQs (Frequently Asked Questions)

1. **Can I work if I recently received the COVID-19 vaccine and am experiencing symptoms?** Follow the same steps for someone who has symptoms of COVID-19 on page 1.
2. **Can I work if I've traveled recently?** Follow the same steps for someone who has symptoms of COVID-19 on page 1. If you don't have symptoms, you may work after traveling. Additional information about travel can be found on the [CDC web site](https://www.cdc.gov).
3. **What if I am at high risk for COVID-19, or at risk of severe COVID-19 illness?** Follow your provider's guidance and contact Employee Health at Employee_Health@Valleymed.org if you need to request an accommodation.
4. **What if I work from home or can work from home?** If you work from home or can work from home, it's possible you may be able to continue working from home if you test positive or have symptoms. Even if you only work remotely, still report symptoms or exposures to Employee Health.
5. **What if I have no work restrictions after an exposure but then develop symptoms?** Follow the same steps for someone who has symptoms of COVID-19 on page 1.
6. **What if I already had COVID-19 and have new symptoms after returning to work?** Follow the same steps for someone who has symptoms of COVID-19 on page 1.

FAQs *continued*

7. **Can I be tested through Employee Health for travel or other personal concerns for COVID-19, such as visiting an immunocompromised family member?** No.
 8. **Must I notify Employee Health if I have a household member who tests COVID-19 positive, or I test positive?** Yes. Employee Health is responsible for tracking and reporting this information to Public Health, and we want to make sure you have access to resources that might help you. We also need to know if there's a risk of exposure to your colleagues.
 9. **What if DOH notifies me of an exposure to someone who tested positive for COVID-19 and tells me to stay home or continue working when this protocol and Employee Health tells me something different?** The Department of Health (DOH) uses generic scripting to notify people of exposures and to answer questions related to quarantine and isolation without considering that you work in healthcare. VMC's guidelines, including COVID-19 exposure protocols outlined in this document, are what you should follow for the workplace.
 10. **If I have an exposure or test positive, what should I do at home or in the community?** VMC's COVID-19 Fit for Duty policy does not apply outside the workplace, and that includes if you wish to visit friends or family who may be patients at VMC. Follow public health guidance outside of work if you have an exposure or test positive. Here's more guidance from the DOH: <https://www.doh.wa.gov/Emergencies/COVID19>.
 11. **What if I don't have any antigen test kits at home and am too sick to pick one up?** If you feel you are too sick to test or leave your home, we recommend seeing an Urgent Care provider or calling 911.
 12. **What if I don't want to be tested after an exposure or if I have symptoms?** If you refuse to be tested with symptoms where testing is advised, you will need to remain off work and will utilize your sick leave accruals until you meet our normal Fit for Duty criteria and will be required to wear a N95 when on site until 10 days have passed since your symptoms started. If you refuse to be tested following an exposure, you will remain off work until the risk of exposure has passed, which can be 20 days or more in an ongoing exposure environment like your home, using your sick leave accruals for the duration of your work restriction.
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COVID-19 Fit for Duty and Screening Criteria References

CDC, *Interim U.S. Guidance for Risk Assessment and Public Health Management of Healthcare Personnel with SARS-CoV-2 Infection or Exposure to SARS-CoV-2*, <https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assessment-hcp.html>, accessed 5/18/22.

CDC, *Strategies to Mitigate Healthcare Personnel Staffing Shortages*, <https://www.cdc.gov/coronavirus/2019-ncov/hcp/mitigating-staff-shortages.html>, accessed 5/18/22.

CDC, *Stay Up to Date with Your COVID-19 Vaccines*, <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/stay-up-to-date.html>, accessed 5/18/22.

CDC, *CDC Updates and Shortens Recommended Isolation and Quarantine Period for General Population*, <https://www.cdc.gov/media/releases/2021/s1227-isolation-quarantine-guidance.html>, accessed 12/28/21.

Northwest Healthcare Response Network, *HC Surge Operational Capability Survey*, submitted to the State weekly and reviewed specifically for this document on 12/28/21.