

MPTN COVID-19 Illness Reporting & Return to Work Protocol Tenants/Vendors

Employees shall notify their management team immediately if they:

1. exhibit any of following symptoms: chills or sweating, body aches, cough, sore throat, loss of smell or taste, vomiting, diarrhea, headache, fatigue, fever, congestion, runny nose;
2. have been in contact with someone who was diagnosed with COVID-19; or,
3. have been diagnosed with COVID-19.

Management shall follow the MPTN Return to Work Protocol to determine when an effected employee may continue to or return to work.¹

Management shall immediately report all positive cases and close contacts to Maryam Hosseini at: mhosseini@mptn-nsn.gov.

MPTN Return to Work Protocol:

Illness:

1. Employee shall stay home when ill and take a PCR or Rapid test; if negative they may return to work when symptom free.
2. Should an employee report to work with visible signs of illness, management shall send them home immediately and they may only return to work when symptom free and with a negative PCR or Rapid test.

Employee Diagnosed with COVID-19

1. Employee with a positive COVID-19 test is required to stay home and follow their medical provider's advice.
2. Employee must notify their manager immediately and provide a copy of their test result.
3. Management must notify MPTN's Environmental Health Manager, Maryam Hosseini (mhosseini@mptn-nsn.gov) immediately and submit a copy of the test result.
4. Employee shall remain out of work and in isolation for at least five (5) days from the date of the COVID test. Employees who are immunocompromised or had a moderate or severe COVID illness (evidenced by difficulty breathing or hospitalization) should isolate for at least 10 days, based on the advice they receive from healthcare providers.
5. Employee can return to work as early as the 6th day after their positive COVID-19 test, if they confirm that they have not had fever for 24 hours without the use of a fever reducer and are otherwise symptom free. If returned on the 6th day, the employee may not remove their mask unless it is in the designated COVID-19 break area. This restriction will apply through the 10th day after the positive test date.
6. Management shall identify individuals who may have been in close contact with the positive case 48 hours prior to their first onset of symptoms.
7. After an employee ends isolation, if the COVID symptoms worsen or reappear within the first few weeks of returning to work, the employee will be required to restart the minimum five (5) day isolation period. Refer back to #5 above for return to work guidance.

¹ If your corporate COVID-19 policy is more stringent than the MPTN Policy, please follow your corporate policy.

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Employee who had Close Contact² or lives in a household with a positive case:

1. If the employee is at work and they have symptoms, they should be sent home immediately. If home, call them immediately.
2. If the employee does not have symptoms they may remain at work and must wear a mask for 10 days after exposure.
3. If the close contact occurred at work the employee is to be informed, “You were identified as a close contact because you had prolonged contact with an employee who tested positive for COVID-19. If you are symptom free you may remain at work and wear a mask for 10 days after last exposure. If you are symptomatic you must remain home.” Please do not give the name of the employee who tested positive.
4. The employee must schedule the COVID test a minimum of five (5) days after close contact.
5. Employees who are required to quarantine due to being symptomatic, are eligible to return to work with a negative PCR or Rapid test taken on or after the 5th day of the quarantine as long as they are asymptomatic and continue to wear a mask at work and at home as required. Test must be taken no later than 24 hours after the 5th day of contact.
6. Management must send copies of the tests to Maryam Hosseini (mhosseini@mptn-nsn.gov).

NOTE: If taking an at home rapid test, the employee must write their name and date on the instruction sheet. A picture of the test with the identification information is to be sent to the management and to Maryam Hosseini (mhosseini@mptn-nsn.gov).

² Close Contact means: being within 6 feet for more than 15 minutes of anyone who has tested positive for COVID-19