

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 following 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.

Protocol:

Illness

1. Employee shall stay home when ill and take a PCR 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 as mandated by this policy.

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

1. Employee shall immediately notify management of any close contact and unless fully vaccinated³ not report to work.
2. Management shall notify employee immediately of any suspected close contact with a fellow employee.
 - If not fully vaccinated³ that employee shall be sent home immediately. The employee is to be informed, “You are required to quarantine because you had prolonged contact with an employee who tested positive for COVID-19.”
 - If the employee is fully vaccinated³, they may remain at, or report to, work provided they are symptom free and follow the testing process described below.

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

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

³ Fully vaccinated means: a person who has received their booster dose or is vaccinated and not yet eligible to receive their booster dose (i.e. less than 6 months out from their second mRNA dose (Moderna or Pfizer), or less than 2 months after the J&J vaccine). An employee will be treated as a fully vaccinated if they have tested positive for COVID-19 within the previous 90 days. Fully vaccinated employees must provide proof of vaccination. Employees who have tested positive must provide a copy of their test result.

3. Regardless of vaccination status, the employee must schedule themselves to take the COVID-19 PCR test a minimum of 5 days after the close contact. Fully vaccinated employees shall not be allowed to continue to work after the 6th day unless they have been tested⁴.
4. Management must send copies of the tests to Maryam Hosseini (mhosseini@mptn-nsn.gov).

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 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 5 days from the date of the COVID test.
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. If it has been less than 7 days since the ill Employee has been in the facility, close off any areas used for prolonged periods of time by the ill person:
 - a. Wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible.
 - b. To disinfect surfaces, use products that meet EPA criteria for use against SARS-CoV-2, the virus that causes COVID-19, and are appropriate for the surface.
 - c. Always wear PPE appropriate for the chemicals being used when you are cleaning and disinfecting.
 - d. For each product you use, consult and follow the manufacturer's instructions for use.
8. If it has been 7 days or more since the ill employee used the facility, additional cleaning and disinfection is not necessary. Continue with routine cleaning and disinfecting of all high touch surfaces in the facility.

⁴ If the close contact was with another member of the employee's household and within 30 days of that employee having tested positive then the employee will not be required to test as long as they remain symptom free.