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Employee Update – January 10, 2022

The Office of Human Resources Management (OHRM) will issue periodic *Employee Updates* to Prince George's County Government employees regarding personnel policies and procedures, professional development opportunities, and employee benefits information.

COVID-19 Isolation & Quarantine Guidance for County Government Employees

In light of recent developments with COVID-19 and updated guidance from the Centers for Disease Control (CDC), the Prince George's County Health Officer has issued revised isolation and quarantine policy for Prince George's County Government employees. Please review the important information below and contact the Health Department's Communicable and Vector-borne Disease Control (CVDC) at health-cvdc@co.pg.md.us with any questions.

What are isolation and quarantine?

Both isolation and quarantine refer to staying at home and away from other people when you have or might have COVID-19. Isolation and quarantine are used to keep people who have or might have COVID-19 away from others, to keep the infection from spreading.
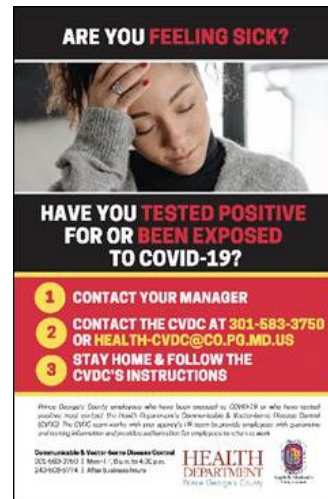
COVID-19 Health & Safety Protocol Flyer

- You ***isolate*** when you have been infected with the virus, even if you don't have symptoms. If you have symptoms that could be from COVID-19, you also must isolate until you know you are not infected, usually after you have a negative COVID-19 test.
- You ***quarantine*** when you have had close contact with someone with COVID-19 and might be infected.
- ***Close contact*** is being within 6 feet of an infected person for a total of 15 minutes or more in 24 hours, even if both people were wearing masks.

According to new guidance from the CDC, the majority of COVID-19 transmission occurs early in the course of illness, generally in the 1 to 2 days prior to onset of symptoms and the 2 to 3 days after.

If you tested positive for COVID-19 or are experiencing COVID-19 symptoms (Isolate)

If you had a positive COVID-19 test or are experiencing COVID-19 symptoms, you must stay home (isolate), except to get needed medical care, and follow the guidance below.

If you tested positive for COVID-19 (Isolate)	Guidance	Timekeeping
All employees (asymptomatic or symptomatic), regardless of vaccination status.	Employees must stay home for 5 days from the start of symptoms. If employee has no symptoms or your symptoms are resolving after	Employees should use **Sick Leave**, unless otherwise directed by their Union's Letter of Understanding (LOU).

	5 days (including no fever for 24 hours, without fever-reducing medication), employees may return to work on Day 6 with clearance from the Health Department CVDC Program.* Day 0 is the date the Positive Test is performed or the date of the start of symptoms (whichever is last).	

This is based on general guidance but may change based upon each individual's health status. For these special cases, please consult with the CVDC Program (301-583-3750 or 240-508-5774 after hours, weekends and holidays).

If you're experiencing COVID-19 symptoms (Isolate)	Guidance	Timekeeping
All employees, regardless of vaccination status.	Employees who begin to experience COVID-19 symptoms should not report to work. Employees must notify supervisor, get tested, and stay home. If already at work, employees must notify supervisor, leave work to get tested immediately, and isolate at home. • *Positive Test Result* – Employees must follow protocols for "If you test positive for COVID-19" (see above). • *Negative Test Result* – Employees will not be permitted to return to work before Day 6 (from Day 0, which is the start of symptoms). Employee must have resolving symptoms and no fever for 24 hours without fever-reducing medicine. The Health Department CVDC Program must provide clearance for return to work.	Employees should use **Sick Leave**, unless otherwise direct by their Union's Letter of Understanding (LOU).

Example Timeline – Isolating Due to Positive Test or Onset of Symptoms
The following example is for an employee who begins to experience symptoms or tests positive on the 1st of the month (Day 0) and must isolate for five days.

If you were exposed to someone with COVID-19 (Quarantine)
If you were exposed to someone with COVID-19, follow the guidance below based upon your vaccination status.

If you were exposed to someone with COVID-19	Guidance	Timekeeping

If you:	No Symptoms	Employees should use **Sick Leave** if they develop symptoms and must begin to quarantine or isolate at home, unless otherwise directed by their Union's Letter of Understanding (LOU).
Have received a booster dose **OR** Completed the primary series of Pfizer or Moderna vaccine within the last 6 months **OR** Completed the primary series of J&J vaccine within the last 2 months	• Employee may report to work and monitor for symptoms. Wear a mask around others at all times. • Employee must get tested on Day 5 (Day 0=Date of Last Known Exposure). • Report test results to supervisor and CVDC for further instruction. ○ *Positive Test Result* – Employees must follow protocols for "If you test positive for COVID-19" (see above). ○ *Negative Test Result* – Employees may return to work.	
	Symptoms	
	• Employees who begin to experience COVID-19 symptoms should not report to work. • Employees must notify supervisor, get tested, and stay home. If already at work, employees must notify supervisor, leave work to get tested immediately, and isolate at home. • Report test results to supervisor and CVDC for further instruction. ○ *Positive Test Result* – Employees must follow protocols for "If you test positive for COVID-19" (see above). ○ *Negative Test Result* – Employees will not be permitted to return to work before Day 6 (from Day 0, which is the start of symptoms). Employees must have resolving symptoms and no fever for 24 hours without fever-reducing medicine. The Health Department CVDC Program must provide clearance for return to work.	
If you: Completed the primary series of Pfizer or Moderna vaccine **over** 6 months ago and **are not boosted** **OR** Completed the primary series of J&J over 2 months ago and **are not boosted** **OR** **Are unvaccinated**	• Employees must stay home for 5 days from the date of last known exposure. • Employee must get tested on Day 5 (Day 0=Date of Last Known Exposure). • Report test results to supervisor and CVDC for further instruction. ○ *Positive Test Result* – Employee must follow protocols for "If you test positive for COVID-19" (see above). ○ *Negative Test Result* – Employee may return to work with clearance from the Health	Employees should use **Sick Leave**, unless otherwise directed by their Union's Letter of Understanding (LOU).

	Department CVDC Program.

Example Timeline – Quarantining Due to Exposure

The following example is for an employee who is exposed on the 1st of the month (Day 0) and must quarantine for five days.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 **Exposure to COVID-19*** Day 0	2 Day 1	3 Day 2	4 Day 3	5 Day 4
6 **Get tested** Day 5	7 **May leave quarantine**** Day 6	8 Keep watching for symptoms and wear a mask Day 7	9 Day 8	10 Day 9		

*This date is the last date of contact with infected person.
You may leave quarantine if you experience no symptoms **and your Day 5 test is negative.

COVID-19 Test Kits for Employees

In light of the ongoing situation with COVID-19, Prince George's County will provide access to one (1) self-test kit (which includes two tests) for each County employee and provide access to additional test kits for agencies with exposures as designated by the Health Department's Communicable and Vector-borne Disease Control (CVDC) unit. **Employees will receive further instruction and information from their agency on how they can pick up their COVID-19 test kit starting no later than January 18, 2022.**

County Testing Sites

Employee COVID-19 testing is available at the following sites operated or supplied by the Prince George's County Health Department. Employees must present their County ID.

Testing Site	Hours of Operation	Employee Population
Bunker Hill Fire Station 3716 Rhode Island Avenue Brentwood, MD 20722 **Temple Hills Community Center** 5300 Temple Hill Road Temple Hills, MD 20748	Mon. through Sat. 9:30 a.m. to 5:30 p.m.	All Employees (No appointment required; must present County ID)

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