ETS Compliance Guidance for Employers – Medical Removal of Staff and Return to Work

This flow chart explains the steps that employers must take when notified that a staff member is COVID-19 positive, told by a licensed healthcare provider that they are suspected to have COVID-19 or is experiencing certain COVID-19 symptoms, or has been in close contact with a COVID-19 positive person in the workplace.

Edited with Archdiocese Health requirements on 8/4/21

### SCENARIO 1: STAFF IS COVID-19 POSITIVE

**Employer notified that staff is COVID-19 positive**

- Tested positive for COVID-19 or diagnosed with COVID-19 by a licensed healthcare provider

- Immediately remove the staff from the workplace and keep removed until return to work criteria are met.

### SCENARIO 2: STAFF IS SUSPECTED TO HAVE COVID-19 OR EXPERIENCING CERTAIN SYMPTOMS

**Employer notified that staff:**

- Was told by a licensed healthcare provider that they are suspected to have COVID-19
- Is experiencing any of the following symptoms listed below

**Employer has two options:**

- Remove the staff from the workplace.
- Have the staff member get a COVID-19 PCR test

**Option 1:**

- Keep the staff removed until return to work criteria are met

**Option 2:**

- Keep the staff removed and the staff member get a COVID-19 PCR test

**Positive Test:**

- Keep the staff removed until return to work criteria are met

**Negative Test:**

- Return to work immediately

### SCENARIO 3: STAFF HAS BEEN IN CLOSE CONTACT WITH A COVID-19 POSITIVE PERSON IN THE WORKPLACE

**Employer notified that a person at the workplace is COVID-19 positive:**

- The employer must notify each staff member who was not wearing a respirator and any other required PPE and has been in close contact with the COVID-19 positive person, AND

- The employer determines that the staff:
  1. Has been fully vaccinated against COVID-19 OR had COVID-19 and recovered within the last 3 months, AND
  2. Is not experiencing any Covid-19 Symptoms listed below

**Employer has two options:**

- Remove the employee from the workplace.
- Ask that he/she provide a COVID-19 test to return after 7 days following exposure

**Option 1:**

- Keep the staff removed for 10 - 14 days

**Option 2:**

- Keep the staff removed and ask that he/she provide a COVID-19 test to return at least 5 days after the exposure

**Negative Test:**

- Return to work after 7 days following exposure

**Positive Test:**

- Keep the staff removed until return to work criteria are met

**Staff Refuses Test:**

- Keep the staff removed for 14 days.

### Return to Work

**Decide when staff can return to work based on:**

- Guidance from a licensed healthcare provider
- CDC guidance on ending isolation.

**Examples of return to work criteria:**

- At least 10 days since symptoms first appeared
- At least 24 hours with no fever
- Reducing medication
- Other symptoms of COVID-19 are improving (except for loss of taste or smell).

**If asymptomatic:**

- At least 10 days since a positive COVID-19 test

**If staff has severe COVID-19 or an immune disease:**

- Follow guidance of a licensed healthcare provider

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COVID-19 Symptoms - Fever or chills, Cough, Shortness of breath or difficulty breathing, Fatigue, Muscle or body aches, Headache, New loss of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting, or Diarrhea

Employers may choose to remove or test employees for other COVID-19-related reasons not required by the ETS (e.g., additional symptoms from the CDC list or exposure to someone who is COVID-19 positive outside the workplace).

This notification provision is not triggered by the presence of a patient with confirmed COVID-19 in a workplace where services are normally provided to suspected or confirmed COVID-19 patients (e.g., emergency rooms, urgent care facilities).