



SD-COVID-2-080321

Updated-080321

Employee COVID Protocols

CTDOT COVID Safety Directives – COVID19 Safety Directives issued by the CTDOT Division of Occupational Health and Safety may be revised, as needed, in response to updated or emerging requirements and guidance. Specific requirements or steps in any CTDOT COVID Safety Directive may be adapted to meet the specific needs of a COVID case, only with the approval of the CTDOT Division of Occupational Health and Safety.

Updated 8/3/2021 - All protocols identified in the CTDOT COVID Safety Directives are required regardless of the employee's vaccination status.

Employee Confirmed COVID Positive or Experiencing Symptoms

- If you have tested positive or are experiencing symptoms of the COVID virus, stay home and seek medical guidance from your Licensed Health Care Provider (LHCP).
- Notify your supervisor, OH&S and your Human Resources Business Partner, if you have tested positive for the COVID virus or are experiencing COVID like symptoms.
- Do not return to the workplace until you have been medically cleared to do so and have provided all required documentation to the Department related to the positive test and any required quarantine.
- All employees are required to fully cooperate with the Department's COVID investigation and response protocols.
- Those employees that have the ability to telework are to do so unless they are restricted due to illness.
- Employees are required to follow the instruction of their Licensed Health Care Provider (LHCP) and are not to return to work until they have completed the treatment requirements and quarantine requirements of their LHCP.
- A return to work document from the employee's LHCP is required and in a format as required by the Department.

Employees Identified as a COVID Positive Close Contact

A close contact occurs when an CTDOT employee has been within six feet of someone who has recently tested positive for the COVID19 virus for a cumulative duration of 15 minutes or more over a 24-hour period of time.

If, during the course of a COVID19 workplace investigation, employee notification or through contact tracing, an employee is identified as being a close contact to someone who has tested positive for the COVID19 virus, the following protocols will be followed:

- Notify your LHCP and follow their required actions.
- **Updated 8/3/2021** - All CTDOT employees identified as a close contact to someone who has tested positive for the COVID19 virus are required to be tested (PCR), regardless of the employee's vaccination status, between 3 to 5 days from the close contact exposure. Test results are to be submitted to the OHS Division and HR.
- Notify your supervisor, OHS Division and your Human Resources Business Partner.
- Continue to come to at work as long as you remain asymptomatic and do not have a fever that is controlled by fever reducing medication.
- Wear a KN95 at while work for the duration of the quarantine/isolation period or as directed by the OHS Division.
- Close contact KN95 protocols are required regardless of vaccination status.

Precautionary Quarantine Periods

The standard precautionary quarantine period for a close contact is 10 days if:

- Close contacts are to conduct a Daily Self-Assessment, monitoring for COVID symptoms and if the close contact has had no symptoms of COVID during the whole 10-day quarantine (day 0 is the day of exposure)
- The close contact KN95 requirement may be lifted after the initial 10-day quarantine period as long as the close contact continues to conduct their daily self-monitoring for COVID-19 symptoms for an additional 4 days and they remain symptom free.
- If any symptoms develop, the employee is to immediately self-isolate and follow the established CTDOT protocols as noted above.

The standard precautionary quarantine period for a close contact may be reduced to 7 days if:

- The close contact conducts their daily self-monitoring for COVID-19 symptoms has been done and the close contact has had no symptoms of COVID-19 during the whole 7-day quarantine (day 0 is the day of exposure) AND
- Has been tested for the COVID virus (PCR) between 3 to 5 days or later and a negative test result has been received.
- The quarantine period or KN95 restriction period shall not end before 7 days, even if a negative test result was obtained earlier.
- The close contact KN95 requirement may be lifted after the initial 10-day quarantine period as long as the close contact continues to conduct their daily self-monitoring for COVID-19 symptoms for an additional 4 days and they remain symptom free.

EAP Lexington Group

In these stressful times it is important that employees are reminded that the Lexington Group, EAP Program, is available and offers a variety of benefits and services to assist employees and their dependents in their time of need and/or their dependents is struggling to adjust to changes associated with COVID-19. Their number is 1-800-676-HELP (4357).

CTDOT Specific Information - <https://portal.ct.gov/DOT/StaffCOVID/Info>

State of Connecticut Information - <https://portal.ct.gov/Coronavirus>

Centers for Disease Control and Prevention - <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

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You may contact any of the OH&S staff with questions or concerns at any time. You may also send in a confidential safety concern, observation or near miss by going to: www.ct.gov/dot/safetyconcern