

COVID-19 Protocols for ISD 270 Employees

If you experience symptoms or have questions about COVID-19 that occur on the weekend or evenings, please contact your health care provider for guidance.

Employee meets requirements to stay home based on COVID-19 symptom screening tool.

Employee is awaiting COVID-19 test results.

Employee has a close contact/household member diagnosed with COVID-19 or a close contact/household member has symptoms consistent with COVID-19.



STAY HOME

1. Employee enters absence into Frontline/AESOP and/or Skyward
2. Employee emails or calls supervisor to report absence and symptoms
3. Supervisor notifies **COVID-19 advisor: Julie Kaczmarek – 952-988-4012**
4. COVID-19 advisor will review absence with employee and make recommendations

COVID-19 Symptoms Not Confirmed

- Stay home until feeling better. Utilize accrued sick leave for wage replacement.
- COVID-19 advisor notifies supervisor that employee's condition is not COVID-19 related.
- Employee returns to work 24 hours after symptoms improve.

Symptoms Consistent with COVID-19

- With no COVID test: Stay home for at least 10 days since symptoms first appeared AND no fever for at least 24 hours (without fever-reducing medication).
- COVID-19 advisor will notify supervisor that employee's condition is related to COVID-19.

Employee Receives Positive Test Result

Stay home for at least 10 days since symptoms first appeared AND no fever for at least 24 hours (without fever-reducing medication).

Employee Receives Negative Test Result

Employee returns to work 24 hours after symptoms improve and they feel better.

Close Contact with COVID-19 WITH or WITHOUT Symptoms

- Stay home and quarantine for 14 days.
- Carefully monitor symptoms. If symptoms develop, contact medical provider and follow exclusionary guidelines of saying home for at least 10 days since symptoms first appeared AND no fever for at least 24 hours (without fever-reducing medication) AND improvement of symptoms.

Contact ISD 270 Human Resources Regarding Paid Leave Options:

- Federal paid sick leave currently expires 12/31/2020
- ISD 270 provided COVID-19 leave or accrued sick leave**

***No sick leave use is required if employee is able to provide services remotely.*

ISD 270 will follow MDH exclusionary guidelines. The COVID-19 protocols for ISD 270 employees was developed as of 9-8-2020 using the most current MDH guidelines and is subject to change as recommendations are updated.