COVID-19
Returning to Work
Quick Reference Guide

Legend:	Look for *Helpful Hints*	Bold Text = **Action**	Bracketed Text<> = button or link
	Click=Select w/ Mouse or Touch Pad	Italicized Text = Object of Action	Single Quotes = Description

IMPORTANT: The following outline reflects the CDC's and KDPH's general guidance and should be used as a tool for assessing when an employee can safely return to work. However, this is only guidance and does not replace any instruction or recommendation by an employee's healthcare provider or the local health department.

Step	Objective	Action
1	**Returning to Work** ***Helpful Hints:*** If an employee has tested positive or been exposed to COVID- 19, he/she should notify his/her manager as well as HR immediately. Additionally, the employee should contact the local health department or healthcare provider for information regarding self-isolation/quarantine instructions.	Has the employee tested positive for COVID-19? ○ Yes → Did the employee have symptoms? ▪ Yes → Were the symptoms severe or is the employee immune compromised? • Yes → Then the employee should stay home at least 14 days from when symptoms first appeared **and** 24 hours have passed with no fever without the use of fever-reducing medications, **and** COVID-19 symptoms have improved. • No → The employee may return to work when it has been 10 days or more since symptoms first appeared, **and** 24 hours have passed with no fever without the use of fever-reducing medications, **and** COVID-19 symptoms have improved (for example, cough, shortness of breath). ▪ No → Is the employee immune compromised? • Yes → The employee can return to work after 14 days have passed since he or she had a positive viral test for COVID-19. • No → The employee can return to work after 10 days have passed since he or she had a positive viral test for COVID-19. ○ No → Did the employee have close contact exposure with someone who has tested positive for COVID? ▪ Yes → Symptom monitoring and masking for 14 days from the last date of exposure are required. Does the employee intend to obtain testing? • Yes → The employee should quarantine for a minimum of 7 days from the last date of exposure, with a negative test obtained no sooner than 48 hours prior to the end of quarantine (i.e. day 5 of a 7-day quarantine) • No → The employee should quarantine for a minimum of 10 days, up to-14 days from the last date of exposure and monitor for symptoms of COVID-19. If symptoms develop, the employee should immediately self-isolate and contact their local public health authority or healthcare provider. ▪ No → Did the employee experience COVID-19 symptoms and believe they were exposed to the virus? • Yes → The employee may return to work when it has been 10 days or more since symptoms first appeared, **and** 24 hours have passed with no fever without the use of fever-reducing medications, **and** COVID-19 symptoms have improved (for example, cough, shortness of breath). • No → The employee may report to work.

For additional questions, please contact COVID19@kycourts.net.