

COVID Travel Advisory & Use of Benefit Time

July 1, 2020

These are interim guidelines and may be changed as the situation changes. This is effective July 1, 2020 and supersedes previous versions.

We realize that vacation time is upon us and some of you may be planning trips out of state. Please make yourself aware that, as a result of recent government orders, those travelling to New York from certain states are subject to a 14 day quarantine upon return to New York State, and will **not be eligible for the mandatory sick pay for COVID quarantine.**

The travel advisory applies to anyone coming from a state with a positive test rate higher than 10 per 100,000 residents over a 7-day rolling average or a state with a 10% or higher positivity rate over a seven-day rolling average. Since this is a fluid situation, states may be added or removed from the advisory list. As of June 24th, the advisory applies **Alabama, Arkansas, Arizona, California, Florida, Georgia, Iowa, Idaho, Louisiana, Mississippi, North Carolina, Nevada, South Carolina, Tennessee, Texas and Utah.** Staff need to remember if they are going to a state that has increasing COVID cases, but has not met the Governor criterion when they left and comes under the advisory while they are there, they will be subject to the conditions of the advisory. Information on states subject to the travel order is updated daily and can be found here: <https://coronavirus.health.ny.gov/covid-19-travel-advisory>.

If staff are returning from an Advisory state, and want to avoid the 14 day Quarantine, staff must take advantage of the COVID Surveillance Program. This will require the staff to be tested within 24 hours of their return (Instructions below) and Quarantine until test results are back. If the test results are negative staff may return to work. DOH guidance specifically states that essential workers returning to New York, who have a diagnostic test with a negative result upon return, should continue to **'avoid extended periods in public, contact with strangers, and large congregate settings for a period of at least 7 days'**. It is essential that staff returning from areas subject to the travel advisory follow public health guidance to keep themselves, their families, friends, coworkers and the people we support safe. Full guidance can be found here: https://coronavirus.health.ny.gov/system/files/documents/2020/06/interimguidance_traveladvisory.pdf

Very Important

Staff and supervisors need to be aware when staff are requesting benefit time off to visit an Advisory state, they need to include an **additional week** of benefit time for testing (usually returns in 3 to 7 days for results). If results come back sooner, staff can return to work

immediately and save their benefit time. If staff do not wish to be tested they will be required to put in benefit time off request for the additional 14 day quarantine period. Staff must also have ample benefit time to cover the request. Please note programs may not be able to accommodate extensive time off requests of staff.

COVID Surveillance Testing Protocols

1. Staff must make their supervisor aware that they will be scheduling a COVID Surveillance Test.
2. Supervisor will provide staff with a Medical Release form to bring to the appointment
3. Staff are to call one of the locations listed below to schedule an appointment for testing
4. Staff are to ***identify themselves as an Arc Sullivan-Orange employee*** when scheduling the ***COVID Surveillance test***
5. Staff must bring signed medical release to the appointment

Any questions regarding this process, please contact;
Patricia Schwartz AED of Nursing 845 665-9996 (Sullivan)
Amanda Parker AED of Nursing 845 707-1610 (Orange)

Locations and contact numbers

Garnet Health Urgent Care-Middletown
707 East Main Street
Outpatient Building (1st floor)
Middletown, New York 10940
845-333-7575 Option #3

Garnet Health Urgent Care-Monticello
38 Concord Road
Monticello, New York 12701
845-333-6500 Option #3

These are interim guidelines and may be changed as the situation changes. Any staff found violating any of the rules outlined above will face disciplinary action up to and including termination of employment.