COVID-19 Testing and Guidance for Employees

Updated: 1/26/2022

- Employees should self-schedule COVID-19 tests through https://ocucovidtesting.ynhhs.org
  This link is specifically for employees and is the fastest and most efficient way to schedule the earliest appointments. Employees must use either Microsoft Edge, Google Chrome or Mozilla Firefox to schedule through this site.

- Calling the Employee Resource Center will not result in quicker testing. Please use the above link to schedule rather than calling the Employee Resource Center.

- **COVID-19 Positive Health Care Personnel (HCP) as determined by either positive PCR or rapid antigen test**
    - An Individual who tests positive using an at-home antigen kit or otherwise tests outside of https://ocucovidtesting.ynhhs.org should contact the Employee Resource Center at **844-543-2147**, Option 2 to establish their "out of work" status.
    - A positive antigen test means that the individual has an active COVID-19 infection and a follow up PCR test is not necessary.
    - A COVID Positive individual who does not have an immunocompromised medical condition will need to isolate at home for **7 days (with day 0 being the first date of symptoms or first date of a positive test if asymptomatic**). Once this isolation period has been completed, the individual may return to work on day 8 presuming they are fever free (for at least 24 hours) and have recovered, or have improved mild symptoms. They do not need to re-test before they return to work.
    - A COVID positive individual who is immunocompromised or have severely ill disease (including hospitalization for COVID) will need to isolate at home for **20 days**.
    - For their convenience, individuals will receive a presumptive clearance via MyChart to return to work tentatively on day 8. If for some reason they do not receive this MyChart message, they may return to work as long as they meet the criteria outlined above.
    - COVID positive individuals who are immunocompromised or have severely ill disease will need to home isolate for **20 days**.

- **Asymptomatic HCP who had a high risk exposure to someone infected with COVID-19**
    - An asymptomatic individual who is up to date on their COVID vaccine series (including their booster dose) **may continue to work** and self monitor for fever or COVID-19 symptoms twice daily. Testing is not required.
    - An asymptomatic individual who is not fully vaccinated or are fully vaccinated but do not have their booster dose may continue to work but should be tested for COVID-19 once on day 1 or 2 after the exposure and once again between day 5-7 after the exposure. Use the link above to schedule these tests.
    - If they develop symptoms at any time, they should be removed from work and obtain testing using the following link: https://ocucovidtesting.ynhhs.org/

- The availability for tests on the self-schedule website is active and up to date. Contacting the Employee Resource Call Center will not result in quicker testing.

- If needed, please contact the Employee Resource Center with COVID-19 questions and concerns at **844-543-2147**, Option 2, open 7 am – 5 pm, Monday through Friday, and 8 am – 12 pm on weekends and holidays.

- Managers can view who within their span of control is out of work and their anticipated return date by logging into Infor and clicking on Employee Work Status in the Employee Health Space.