

Return to Work Policy For Employees Exposed to COVID-19 or Diagnosed with COVID-19

PURPOSE: Para Los Ninos' ("PLN") first priority is the health and safety of our staff, students, and our overall PLN community. That being said, PLN adheres to all Center for Disease Control ("CDC"), Cal/OSHA, local health department and all applicable federal, state and local requirements and guidance as related to COVID-19. As such, PLN has updated its Return to Work ("RTW") requirements to conform with such guidance and standards. This policy is subject to change based on federal, state, and local health department regulation and guidance.

APPLICABILITY: This policy applies to all PLN employees, student trainees, interns and volunteers.

RTW REQUIREMENTS: All employees will be required to complete the steps below prior to physically returning to work and provide a signed Attestation Form to Human Resources regarding the same. *Please see PLN's paid sick leave policies for more information as pertaining to leave if you are not able to work remotely during this time.*

Regardless of vaccination status, an employee who tests positive for COVID-19 may physically return to work after the following:

- Must be excluded from the physical workplace for at least 5 days.
- A worker can return to work after day 5 if they do not have symptoms and test negative.
- If a worker cannot test, they can return to work after 10 days.
- Must wear a face covering around others at work for a total of 10 days after the positive test.

An unvaccinated employee who has been exposed to someone with COVID-19 may physically return after the following:

- Must be excluded from the physical workplace for 5 days after the close contact and take a test on day 5.
- A worker can come back to work after day 5 if they test negative and do not have any symptoms.
- If the worker cannot test they can return to the workplace after day 10 if they do not have symptoms.
- Must wear a face covering around others at work for 10 days after exposure.
- If the worker develops symptoms, they must be excluded pending a test result.

A booster eligible but not boosted worker exposed to someone with COVID-19 may physically return after the following:

- Does not need to be excluded from work if asymptomatic but must have a negative test 3-5 days after close contact.
- Must wear a face covering around others at work for 10 days after exposure. If the worker develops symptoms, they must be excluded pending a test result.

An employee who received a booster or is fully vaccinated and not yet booster-eligible **exposed to someone with Covid-19:**

- Does not need to be excluded from work if asymptomatic, but must take a test on day 5 after exposure.
- Must wear a face covering around others at work for 10 days after exposure.

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- If they develop symptoms, the worker must be excluded from the workplace pending a test result.

IF YOU HAVE MORE QUESTIONS. PLN has developed written COVID-19 prevention policies and programs, which includes, by way of example only, (i) communication to employees about PLN's COVID-19 prevention procedures; (ii) training provided to all employees; (iii) requirements as to physical distancing and use of PPE; (iv) how an employee should report symptoms, exposures and hazards to PLN; (v) accommodation procedures; (vi) how an employee can obtain testing for COVID-19, etc. You may access copies of all relevant communication to employees (including potentially applicable paid leave options) and training materials by contacting Human Resources. You may also contact Human Resources with any questions, comments or concerns. PLN strictly enforces a zero retaliation policy. Employees should contact Human Resources with no fear of reprisal or retaliation.

Return to Work Letter of Attestation

Employees should self-attest that they meet PLN's criteria for returning to work using the form.

I, _____, verify that I have met PLN's criteria as listed in the above policy for returning to work.

Signature

Date