

Stay Vigilant. COVID-19 & variants continue to spread

The COVID-19 pandemic is not over yet! Employees should continue to heed the lessons learned from the past two years. New variants of COVID-19 are spreading rapidly and more people, including Kent County employees, are testing positive and feeling the telltale effects of the disease.

Employees should continue to regularly wash hands for at least 20 seconds with warm water, use hand sanitizer, avoid touching the face, etc. Please continue to be aware of surroundings and avoid exposing the unvaccinated, young children, or immune compromised to COVID or a variant. Consider avoiding large crowds and wearing a mask when warranted. By now, we all know the routine and how to best protect ourselves and our families from exposure/ illness.



While Employees and Visitors to County facilities are no longer mandated to wear a mask, anyone may continue to wear a face mask if they choose to do so, and under certain circumstances, employees **MUST** wear a mask as described below:

If a County employee tests positive, they must immediately begin isolation at home and may use a copy of the test results for sick leave/payroll submission purposes. If positive or exposed to a person testing positive, the employee should immediately inform their supervisor and the Personnel Office at (302) 744-2310 for instructions.

The Kent County Department of Public Safety continues to offer free Covid testing to employees. Sign up at: <https://forms.gle/ivkUc4Ue1G8DRdC86>

If You Test Positive for COVID-19 (**Isolate**), regardless of vaccination status:

- Stay home for 5 days if VACCINATED, 10 days if UNVACCINATED.
- If VACCINATED and have no symptoms or symptoms have resolved after 5 days, return to work. Continue to **wear a mask around others for 5 additional days.**
- If UNVACCINATED and have no symptoms or symptoms have resolved, return to work after 10 days or submit a NEGATIVE test (PCR) after 5 days. Continue to **wear a mask around others for 5 additional days.**
- If you have a fever after the 5 or 10 days, continue to stay home until you are fever free for at least 24 hours without fever-reducing medication.

If You Are Exposed to Someone with COVID-19 (**Quarantine***):

- Stay home for 5 days if UNVACCINATED*. After that continue to **wear a mask around others for 5 additional days.**
 - Test on day 5.
 - If you develop symptoms, get a test and stay home for 10 days
- Stay home for 5 days if VACCINATED but NOT BOOSTED* when eligible (**5 to 6 months after 2nd shot of Pfizer/Moderna*). After that continue to **wear a mask around others for 5 additional days.**
 - Test on day 5 if possible.
 - If you develop symptoms get a test and stay home for 10 days
- Fully VACCINATED & BOOSTED at least time or not yet eligible for a booster, then report to work and **wear a mask around others for 10 days.**
 - Test on day 5, if possible.
 - If you develop symptoms get a test and stay home.

COVID-19 testing and vaccination sites are still available and accessible in Delaware. Employees with questions regarding COVID-19 testing should consult the Division of Public Health website: <https://coronavirus.delaware.gov>

Approved face masks includes tight fitting woven cloth or paper designed for such purpose with ear loops and covering the entire nose and mouth (Neck gaiters/face shields are not approved).

Employees absent from work for a COVID-19 related reason such as symptoms; positive test; exposure or close contact to someone testing positive, with symptoms, or in close contact with another such person; screening question failure; Division of Public Health or other directive; quarantine/isolation order; school or childcare issues related to COVID-19; etc. must use accrued sick leave. Available personal leave, compensatory time, or vacation may also be used/will be used if sufficient sick leave is not available. Submit a copy of any test results to the Personnel Office.

Employees directed to remain home should not return to the workplace for any reason until authorized/directed to do so. Employees are responsible for maintaining regular contact with their Department Head or appropriate supervisor during COVID related isolation or quarantine and after the initial call, update the Personnel Director if health conditions change. Each exposure is assessed individually based upon the specific information provided by the employee and CDC/DPH guidance.

According to the CDC, people infected with the COVID or variants often report a headache or feeling fatigue/out of sorts. While others experience the well-known flu-like symptoms of cough, sore throat, fever, breathing issues, body aches, nausea, loss of taste or smell, congestion, etc. Some infected with a variant or COVID report no symptoms at all.

Kent County continues to encourage employees to get vaccinated and boosted (now a 2nd booster is available for persons over Age 50). Please continue to submit a copy of your vaccination card to the Personnel office whenever vaccinated or boosted.

As of February 11, 2022, the County Administrator adjusted the County's Pandemic Resurgence Procedures to a modified PHASE 1 and it remains in effect.

As provided in the procedures approved by Levy Court on August 11, 2021, the County Administrator is authorized and reserves the right to re-implement any phase(s) and element(s) thereof as necessary in consultation of the Director of Public Safety under the Business Continuity Response process established more than 10 years ago by County Policy 8-3 (phases subject to revision).

PHASE 1: (*Modified – requires reporting of positive/exposures/symptoms*)

- All employees must comply with any COVID-19/pandemic response requirements imposed by other jurisdictions/entities/partnerships for the area of work
- All employees must immediately report COVID-19 symptoms, exposure to persons testing positive for COVID-19, and personal positive COVID-19 test results to their immediate supervisor and the Personnel Office and follow the instructions of the Personnel Director in response to the exposure/results

PHASE 2: (*NOT IN EFFECT*)

- All employees must be screened daily for body temperature (fever) and respond appropriately to COVID-19 symptom related questions and wear a provided color-coded wristband

PHASE 3: (*NOT IN EFFECT*)

- All employees must wear an approved face mask when interacting with members of the public, within public areas of a building such as hallways, restrooms, or conference rooms, and within three-feet of co-workers indoors

PHASE 4: (*NOT IN EFFECT*)

- All employees must wear an approved face mask at all times when in the workplace or a County vehicle
- Employees must be vaccinated and confidentially submit proof/attestation of full vaccination against COVID-19 within a specific time period to the Personnel (Human Resources) Office or a signed statement from a licensed practicing physician advising why the vaccination cannot be administered and/or submit negative COVID-19 PCR test results on a weekly basis. Testing expenses, if any, shall be paid by the employee. Employees failing to comply with Phase 4 provisions shall be deemed unqualified to work and subject to furlough

Each higher phase incorporates the provisions of the phases preceding it.

If you have questions, please contact the Personnel office at (30) 744-2310.

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