

Attention BU 18

CORONA VIRUS

What to expect at work



CAPT is in communication with The California Department of Human Resources, as well as the three departments in which we work to help inform BU 18 members of the latest guidance and screening protocol measures for COVID-19 at our facilities and what Psych Techs can expect concerning necessary leave time for illnesses and to care for children affected by school closures. Please note that this information is subject to change as the pandemic evolves. CAPT will inform BU 18 of any changes or new developments as they emerge.

DSH Screening Protocol

The Department of State Hospitals has released a two-step at the gate screening protocol that involves a verbal screening where all staff will be asked a series of travel, exposure, and health questions. If a staff member answers yes to any of the initial screening questions, he or she will proceed to a secondary review involving a temperature check. If the individual has a temperature or is exhibiting signs of respiratory illness, he or she may receive a second evaluation or may choose to waive the assessment and go home instead.

Employee Absence Reporting

Staff members who, as a result of screening, are not allowed to work or who chose to stay home, are

to follow standard absence reporting procedures. Employees will be allowed to utilize all leave credits available. If such credits are exhausted, you may contact Human Resources to discuss your options.

Employee Return-to-work Restrictions

Traveled to restricted countries—14 days from the date you left the restricted country,

Contact with a Person Under Investigation (PUI) or has/had COVID-19—14 days past the date of contact,

Exhibiting Respiratory Illness Symptoms—48 hours after symptoms resolve.

Administrative Time Off

The CalHR has issued a memo guiding the use of Administrative Time Off. Currently, only employees subject to quarantine or self-monitoring by the local public health department will be provided ATO. An employee who travels to a CDC designated high-risk country and is then subject to quarantine will not be provided with ATO. Employees who miss work due to caring for a sick family member or a child affected by a school closure will not be provided ATO. Employees will be required to exhaust all leave credits available, including sick leave. ATO may be authorized to employees due to hardship in limited circumstances when all other leave credits have been exhausted.

To stay informed about the COVID-19 situation, visit the CDPH and the CDC. Links provided below.

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCoV2019.aspx>
<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>