



Employee is a Close Contact

Has the employee had contact with someone diagnosed with COVID-19 that meets this criteria:

- Since 48 hours prior to positive test, *and*
- For more than 10 minutes, *and*
- Within 6 feet distance?

No:

- Employee is not a close contact according to Lawrence Douglas County Health Department

Yes, employee is deemed a close contact, according to Lawrence Douglas County Health Department. The employee will:

- Leave workplace immediately, if present, or remain home
- Inform supervisor of absence
- Contact Randye Reber, Benefits Specialist, at Randye.Reber@usd497.org

Can employee perform job duties from home *and* has supervisor approved employee to do so?

Yes. The employee will:

- Quarantine for period listed on LPS COVID Response Plan
- Work from home as able

Did employee develop symptoms within the period listed on LPS COVID Response Plan?

Yes. The employee will:

- Contact healthcare provider
- Does the employee feel well enough to work from home?

Yes. The employee will:

- Remain working from home as able for the period listed on LPS COVID Response Plan

No. The employee will:

- Return to work after the quarantine period listed on the LPS COVID Response Plan

No. The employee will:

- Remain off work for the period listed on LPS COVID Response Plan
- Be eligible for EPSL
 - District-paid leave for up to 80 hours, prorated for part time employees
- Use accrued sick leave and/or vacation to be paid for time off work after EPSL is exhausted

No. The Employee will:

- Quarantine for period listed on LPS COVID Response Plan
 - Be eligible for EPSL
 - District-paid leave for up to 80 hours, prorated for part time employees
- Did employee develop symptoms within the period listed on LPS COVID Response Plan?

Yes. The employee will:

- Contact healthcare provider
 - Remain off work for period listed on LPS COVID Response Plan
- Once 80 hours of EPSL, prorated for part time employees, is exhausted, has employee been symptom free without use of medication and met the period listed on LPS COVID Response Plan?

Yes. The employee will:

- Return to work after the period listed on LPS COVID Response Plan

No. The employee will:

- Use accrued sick leave and/or vacation to be paid for time off work after EPSL is exhausted
- Return to work after symptom free without the use of medication and after meeting the period listed on LPS COVID Response Plan