



POLICY: Team Member COVID-19 Testing and Return to Work

| | | | | | | | |
|--------------------------------------|-----------|--------------------------------|------------|--------------------------------|-----------------|-----------------|---|
| <i>Original Implementation Date:</i> | 6/16/2020 | <i>Date Reviewed/ Revised:</i> | 04/29/2022 | <i>Area of Responsibility:</i> | Human Resources | <i>Version:</i> | 6 |
|--------------------------------------|-----------|--------------------------------|------------|--------------------------------|-----------------|-----------------|---|

PURPOSE: To provide guidance following COVID-19 exposure about timeline for returning to work, whether self-isolation is necessary and when mandatory testing is required. Sun Health is committed to the safety of our residents and our team members and will work to maximize safety while limiting disruptions to staffing.

POLICY: Because a team member who has or may have been exposed to COVID-19 can pose a direct threat to the health of others, Sun Health will take steps to determine if team members entering or working at Sun Health have COVID-19. Team members who fail to follow proper safety protocols and/or do not comply with this policy will not be allowed on any Sun Health property or in a member’s home and may face disciplinary action up to and including termination

POLICY GUIDELINES:

Signs and Symptoms - General signs and symptoms of COVID-19 include:

- | | |
|------------------------------------|------------------------|
| Temperature of 100.0° F or greater | Sneezing |
| Headache | Tightness in chest |
| Sore throat | Shortness of breath |
| Fatigue | Loss of smell or taste |
| Congestion | Muscle or body aches |
| Cough | Nausea or vomiting |
| Runny nose | Diarrhea |

According to the CDC, SARS-CoV-2 Illness Severity Criteria (adapted from the NIH COVID-19 Treatment Guidelines):

Mild Illness: Individuals who have any of the various signs and symptoms of COVID-19 (e.g., fever, cough, sore throat, malaise, headache, muscle pain) without shortness of breath, dyspnea, or abnormal chest imaging.

Moderate Illness: Individuals who have evidence of lower respiratory disease, by clinical assessment or imaging, and a saturation of oxygen (SpO2) ≥94% on room air at sea level.

Severe Illness: Individuals who have respiratory frequency >30 breaths per minute, SpO2 <94% on room air at sea level (or, for patients with chronic hypoxemia, a decrease from baseline of >3%), ratio of arterial partial pressure of oxygen to fraction of inspired oxygen (PaO2/FiO2) <300 mmHg, or lung infiltrates >50%.

Critical Illness: Individuals who have respiratory failure, septic shock, and/or multiple organ dysfunction.

COVID-19 Testing

Team Members Exposed to COVID-19 at Work

Sun Health will administer mandatory testing of all team members directly exposed to COVID-19 at work. Team members under the age of 18 are required to obtain parental consent to receive a COVID-19 test.

Team members exposed at work while wearing appropriate PPE can return to work unless they are showing signs and symptoms of COVID. If the test result is positive, the team member must self-isolate for the designated time period, in accordance with the guidelines below. Team members required to self-isolate due to an exposure at work may be eligible to be paid COVID-19 non-work pay for time they are off of work. Eligibility for COVID-19 non-work pay will be assessed by Incident Command on an individual basis based on contact tracing and exposure.

If any team member comes into close contact (within 6 feet for 15 minutes or more in a 24-hour period) with someone who tests positive or with someone with known exposure, they are required to wear an N95 mask for 10 days after known exposure.

**Sun Health will review each situation to determine the impact on operations.

Team Members Exposed to COVID-19 Outside of Work

Team members who have direct or indirect exposure outside of work (example: a person they live with is exposed to a COVID-19 positive co-worker but shows no symptoms) will continue to work and be required to wear an N95 mask while at work.

**Sun Health will review each situation to determine the impact on operations.

Team Members who Travel

Team members are asked to observe current travel restrictions. Any team member who has not presented proof of full COVID-19 vaccination and travels by plane anywhere or travels anywhere outside the United States must upon arrival back to Arizona and before returning to work at a Sun Health location, receive a negative COVID-19 Rapid test (Sun Health can provide the test). Team members who travel and are vaccinated for COVID-19 are not required to test upon return to work but should closely monitor for any signs or symptoms for 72 hours after they return.

If the non-vaccinated team member chooses to not be tested or they can work remotely, they will be required to self-isolate for 10 days and will not receive COVID-19 non-Worked pay. PST and PTO will be applied to this time. If the PST and PTO balances have been exhausted, the team member will be unpaid for the remainder of the self-isolation.

Team Members Positive for COVID-19

If a team member was tested and found to be COVID-19 positive, they will not report to work for at least 5 days following the onset of symptoms or the date of the positive test for asymptomatic team members. On day 6, if the team member is asymptomatic or exhibits mild symptoms (e.g., fever, cough, sore throat, malaise, headache, muscle pain, without shortness of breath, dyspnea, or abnormal chest imaging.) that are improving, the team member may return to work and must wear an N95 mask from day 6 through day 10. After day 10, the employee can return to the masking level required for their position, based on Maricopa County Guidelines and county positivity rate.

Team members that are symptomatic on day 6 must have prior approval from a Nursing Leader and the Executive Director (communities) or Chief Operating Officer (corporate) before returning to work.

Symptomatic team members with moderate, severe, or critical symptoms that test positive for COVID-19 are required to self-isolate for 10 days from the date of the onset of symptoms. After day 10, the employee may

report to work and return to the masking level required for their position, based on Maricopa County Guidelines and county positivity rate. Team members must fever-free for at least 24 hours without taking fever reducing medications (e.g., aspirin, acetaminophen) before returning to work.

**Sun Health will review each situation to determine the impact on operations.

Team Members Experiencing Symptoms/Awaiting Test Results

If team members develop any of the above symptom(s) while *not* on duty, they should not report to work.

Team members who are off duty and have active COVID-19 symptom(s) may request a COVID-19 test through their healthcare provider. If someone has worsening symptom(s) while not on duty, such as difficulty breathing, they should immediately contact their healthcare provider and/or go to the nearest urgent care center or emergency department for immediate attention. If any signs and symptoms occur while on duty, the team member must immediately inform their supervisor.

Team members who are symptomatic, have had a test for COVID-19, and are awaiting test results are required to self-isolate pending those results.

**Sun Health will review each situation to determine the impact on operations.

Return to Work

Team members can return to work according to the guidelines listed above. All COVID-19 testing is mandatory for all SunHealth team members who may have been exposed to the COVID-19 virus.

Team members may need to take either a rapid test, PCR test, or both tests for them to be at work and perform their work duties with Sun Health.

Team members who have tested positive for COVID-19 will not test for COVID-19 up to 90 days unless the team member is experiencing a new onset of symptoms.

**Sun Health will review each situation to determine the impact on operations.

Remote Team Members

Team members who can or who regularly work remotely and who are positive, may continue to work without restrictions based on their ability to perform the duties. Remote team members who are positive and symptomatic, and/or who choose to use PST, will not be required to work.

Crisis Staffing

Crisis staffing allows for no work restrictions for team members with an active COVID-19 infection. Sun Health will evaluate the need for crisis staffing and may follow crisis staffing per CDC guidance. Crisis staffing will be considered case by case. Implementation of crisis staffing must have prior approval from Nursing Leadership and Executive Director.

RELATED POLICIES OR REFERENCES

Centers for Disease Prevention and Control