



## Update Regarding Arc COVID-19 Restrictions and Safety Protocols for Day and Employment Services

***Please do not come to any of the Day or Employment program if you are sick or you know you have possibly been exposed or send anyone to any Day or Employment program if you know they are sick or know they have possibly been exposed to the COVID-19 virus.***

### **DEFINITION**

#### **Exposure**

Contact with an infectious person (bacteria or viruses) in a manner that promotes transmission and increases the likelihood of disease.

#### **Close Contact**

Someone who was less than 6 feet away from an infected person (laboratory confirmed or a clinical diagnosis) for a cumulative total of 15 minutes or more over a 24-hour period. For example, three individual 5-minute exposures for a total of 15 minutes.

#### **Fully Vaccinated**

In general, people are considered fully vaccinated: <sup>±</sup>

- 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or
- 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine

#### **Quarantine**

When you might have been exposed to the virus and may or may not have been infected.

## Isolation

When you have been infected with the virus, even if you do not have symptoms

**\*\* Please DO NOT SELF-DIAGNOIS SYMPTOMS. If someone is ill, THEY CANNOT ATTEND THE PRORAM! Contact the manager/supervisor in ample time for their transportation or pick-up to be cancelled. Upper respiratory conditions (allergies, runny noses, nasal congestion headaches, cough, sniffles, sneezes, headache, and a general not feeling well condition) resemble COVID-19. Do not take the chance! \*\***

## Quarantine is required if....

Quarantine if you have been in close contact (within 6 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who has tested positive for COVID-19, unless you have been fully vaccinated. People who are fully vaccinated do **NOT** need to quarantine after contact with someone who has tested positive for COVID-19 unless they are experiencing symptoms. Additionally, fully vaccinated people need to get tested 5-7 days after their exposure. Testing is required even if you don't have symptoms and wore a mask at all times.

What to do.....

- If someone is not feeling well, are experiencing COVID-like symptoms, have come in close contact with someone that has tested positive for COVID, are experiencing COVID symptoms or have to get tested for any reason, IMMEDIATELY report the exposure or need to test to the program's supervisor. If you are unable to reach the supervisor, please call a member of the COVID Response Team.



**Brenda Fitzgerald, Director of Nursing-301-537-3445**



**Miyan Thomas, Division Director-240-342-1584**



**Natosha Simpson, Director of Quality Assurance- 240-386-9579**

- Follow instructions provided to you by the COVID Response Team Member.
- If it is advised to quarantine, please monitor symptoms of fever (100.4°F or greater), runny nose, sore throat, cough, shortness of breath or difficulty breathing, diarrhea, body aches, headache and loss of taste or appetite.
- If possible, stay away from people you live with, especially people who are at higher risk for getting very sick from COVID-19.

- Get tested 5-7 days after close contact with someone that is suspected of or has been confirmed positive for COVID-19. **A member of the COVID Response Team will provide guidance for testing dates and locations.**
- If someone is having any of the above symptoms, it must be reported immediately to the program's supervisor or a member of the COVID Response Team, **isolate** immediately and get tested. **A member of the COVID Response Team will provide guidance for testing dates and locations.** At this time the Arc is only accepting PCR test results. If you decide to take a rapid test you will still need to have a PCR test completed with results. You will be asked to email all test result to [ahenley@thearcofpgc.org](mailto:ahenley@thearcofpgc.org); [mthomas@thearcofpgc.org](mailto:mthomas@thearcofpgc.org); [bfitzgerald@thearcofpgc.org](mailto:bfitzgerald@thearcofpgc.org); and [nsimpson@thearcofpgc.org](mailto:nsimpson@thearcofpgc.org).

**Isolation** is used to separate people infected with COVID-19 from those who are not infected.

What to do.....

- People who are in isolation should stay home until it's safe for them to be around others. At home, anyone sick or infected should separate from others, stay in a specific "sick room" or area, and use a separate bathroom (if available). Avoid contact with other members of the household and pets. Don't share personal household items, like cups, towels, and utensils.
- Monitor symptoms. If someone experiences trouble breathing, seek emergency medical care immediately. **Dial 911**
- Wear a mask when around other people.
- A 10-day isolation period will be observed regardless of your vaccination status.
- To calculate your 10 full day isolation period, day 0 is your first day of symptoms. Day 1 is the first full day *after* your symptoms developed.
- If you test positive for COVID-19 and **never** develop symptoms, day 0 is the day of your positive viral test (based on the date you were tested) and day 1 is the first full day *after* your positive test. If you develop symptoms after testing positive, your 10-day isolation period must start over. Day 0 is your first day of symptoms. Day 1 is the first full day *after* your symptoms developed.

### **If You Test Positive for COVID-19 (Isolate)**

**This includes everyone, regardless of vaccination status.**

- Individuals will be asked to stay home for at least 10 days. A member of the COVID Response Team or your program’s supervisor will contact you throughout your at home stay.
- A member of the COVID Response Team will provide guidance as to what you need to do to keep others around you, safe.
- A member of the COVID Response Team will provide guidance as to a tentative date to return to the program.
- You will be cleared to return to the program, when...
  - If your symptoms have improved (supervisory discretion will be observed). *(Loss of taste or smell may linger for some time)*
  - No fever or use of fever reducing medication for a minimum of 24 hours.
  - For purposes of this section only, a negative test is not required for a person who has had a documented COVID-19 infection within the past 90 days. A person who has tested positive can continue to test positive for up to 90 days (regardless of vaccination status).
  - Continue to wear a mask around others at all times.

## **DOMESTIC & INTERNATIONAL TRAVEL**

### **Domestic Travel is anywhere within the United States**

#### **Fully Vaccinated and Non-Vaccinated People:**

Can travel anywhere within the United States and will not need to quarantine or test upon return. This is with the understanding that you are not feeling sick or ill in any way and do not have any symptoms and without known exposure (**i.e. coughing, fever, headache, stomach ache, diarrhea, runny nose, sore throat, shortness of breath, loss of taste or smell etc.**). **Although there is currently not a mask restriction in place for travel, it is recommend that you wear a mask.**

#### **International Travel Includes**

**The U.S. has five permanently inhabited territories:** Puerto Rico and the U.S. Virgin Islands in the Caribbean Sea, Guam and the Northern Mariana Islands in the North Pacific Ocean, and American Samoa in the South Pacific Ocean.

**Although there is currently not a mask restriction in place for travel, it is recommend that you wear a mask.**

## Fully Vaccinated Employees:

- **Within 24 hours of departure**, please notify one of the COVID response team members. No one should ever travel out of the country and a member of the COVID Response Team wasn't notified.
- **Within 24 hours of your return to the states**, please notify one of the COVID response team members of your return. It is imperative that we know exactly when you return to the states. That will impact your testing date. You will need to test 3-5 days after your return and submit your results to [ahenley@thearcofpgc.org](mailto:ahenley@thearcofpgc.org); [mthomas@thearcofpgc.org](mailto:mthomas@thearcofpgc.org); [bfitzgerald@thearcofpgc.org](mailto:bfitzgerald@thearcofpgc.org); and [nsimpson@thearcofpgc.org](mailto:nsimpson@thearcofpgc.org). *Please do not test prior to the stated time frame. If you do so, you will be required to test again.*
- Upon your return self-monitor yourself for COVID-19 related symptoms. (I.e. coughing, fever, headache, stomachache, diarrhea, runny nose, sore throat, shortness of breath, loss of taste or smell etc.) If symptoms develop, please report immediately to a COVID response team member. *Do not return to work until clearance has been provided. Only a COVID Response Team Member has the ability to clear someone to return to work.*
- You must provide clearly identifiable negative results report.

## International and out of the country travel Non-Vaccinated Employees;

- **Within 24 hours of your departure**, please notify one of the COVID response team members.
- **Within 24 hours of your return to the states**, notify one of the COVID response team members of your return. You will need to test 3-5 days after your return and submit your results to [ahenley@thearcofpgc.org](mailto:ahenley@thearcofpgc.org); [mthomas@thearcofpgc.org](mailto:mthomas@thearcofpgc.org); [bfitzgerald@thearcofpgc.org](mailto:bfitzgerald@thearcofpgc.org); and [nsimpson@thearcofpgc.org](mailto:nsimpson@thearcofpgc.org).
- Upon your return, self-monitor yourself for COVID-19 related symptoms. (I.e. coughing, fever, headache, stomach ache, diarrhea, runny nose, sore throat, shortness of breath, loss of taste or smell, etc.) If symptoms develop, please report immediately to a COVID response team member. *Do not return to work until clearance has been provided by a COVID Response Team member.*

- Non-vaccinated employees must remain home and quarantine for 7 days after your return, even if your test is negative at 3-5 days. If no testing is available, you must stay home for 10 days after travel. You must provide a clearly identifiable negative results report. *Identifiable means your test results must clearly display your name, the date of testing and your results.*

### **COVID-19 Home Test Kits:**

**As you are aware, home testing kits have been made available to everyone, however;**

- COVID-19 self-tests (also referred to as home tests or over-the-counter (OTC) tests) are one of many risk-reduction measures, along with vaccination, masking, and physical distancing, that protect you and others by reducing the chances of spreading SARS-CoV-2, the virus that causes COVID-19.
- Self-tests can be taken at home or anywhere, are easy to use, and produce rapid results.
- You can use self-tests, regardless of vaccination status, or whether or not you have symptoms.
- Follow all of the manufacturer's instructions when performing the test.
- **If you test positive**, you should isolate and inform your healthcare provider, as well as any close contacts.
- Consider using a self-test before joining indoor gatherings with others who are not in your household.
- A positive self-test result means that the test detected the virus, and you are very likely to have an infection and should stay home or isolate for 10 days, wear a mask if you could have contact with others, and avoid indoor gatherings to reduce the risk of spreading disease to someone else. Please report the positive result to a member of the COVID Response Team. **Per Arc protocol, you will be asked to isolate and take a PCR test.**
- A negative self-test result means that the test did not detect the virus and you may not have an infection, but it does not rule out infection. Repeating the test within a few days, with at least 24 hours between tests, will increase the confidence that you are not infected.

At this time, home/OTC test will **NOT** be accepted by the ARC as proof of or verification of a positive or negative test. **There are too many things to consider, i.e. we cannot adequately review the results, There is no way to ensure the test was administered properly and we cannot confirm who the test was administered to.** With that being said, there is still so

much that we do not know. So, we are not in a position right now to adopt or change any of our current practices.

If for any reason you decide to take a home test you must inform a member of the COVID Response Team regardless of the results. If you test positive, you will be asked to isolate and you will need to make arrangements to get the PCR test.

**The Arc continues to accept the PCR test and rapid testing on a case by case basis.**

**The Arc of Prince Georges County is committed to following, monitoring and implementing safety practices as outlines by the CDC. We appreciate your support and understanding during the ever changing process.**

**Thank you,**