

Visitors & unvaccinated staff must wear face mask

Levy Court has endorsed a phased response approach to the resurgence of COVID-19 in the community. Effective immediately (08/19/21), all visitors to Kent County facilities must wear a face covering and all employees not fully vaccinated against COVID-19 must wear an approved face mask at all times.

The County Administrator is authorized to implement the phases and elements thereof as necessary in consultation of the Director of Public Safety. **Phase 1** is now effective with the following requirements for Employees (subject to revision):



PHASE 1:

- Employees not fully vaccinated against COVID-19 must wear an approved face mask at all times when in the workplace or a County vehicle under the honor system
- All employees must wear an approved face mask when interacting with members of the public, and within public areas of a building such as hallways and restrooms
- 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:

- 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:

- 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:

- 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.

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).

The County Administrator does not anticipate having to require vaccination or weekly testing under Phase 4, but is fully authorized by County Policy 8-3 adopted more than 10 years ago under a Business Continuity Response to do so.

The flexible phased approach was developed in light of increasing rates of infection for the COVID-19 virus in Kent County, especially among the unvaccinated, and recent State and federal action to require their employees and visitors to wear face masks.

Check out the status of COVID-19 infections in Kent County by clicking this link:

<https://myhealthycommunity.dhss.delaware.gov/locations/county-kent>

According to the CDC, people infected with the Delta variant first 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 the Delta variant or COVID report no symptoms at all.

It is as important as ever to get vaccinated against COVID and continue to exercise preventive measures.

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 the Delta variant.

Remember, whether UNVACCINATED or VACCINATED, employees MAY NOT REPORT FOR WORK if you answer "YES" to any of these questions:

- *Are you presently ill?*
- *Have you had any COVID-like illness in the past 14 days, to include Fever, Coughing, Shortness of Breath, or other Flu like Symptoms?*
- *Have you been instructed by a healthcare professional to self-quarantine?*

- *Have you been in contact with anyone who has tested positive for COVID-19?*

If you answer “YES” to any of the above questions,

- Promptly get a COVID-19 test. Promptly means that day or the next day at the latest.
- Promptly contact your Supervisor/Department Head & Personnel Director.
- Do not return to work until you get a negative test result.
- If positive, do not return to work until cleared by DPH or medical professional, promptly contact your Supervisor/Department Head & Personnel Director.
- Submit a copy of the test results to the Personnel Office.

If you are unsure if you have been in “close contact” with a COVID-19 positive person or someone that may be experiencing symptoms or you are unsure of your particular situation, you should contact your Department Head and/or Personnel Director. You will be asked a series of questions and instructed to get tested.

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 directive; quarantine/isolation order; school or childcare issues related to COVID-19; etc. must use accrued sick leave.

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 DPH guidance.

Free COVID-19 vaccine is widely available at local pharmacies. Free COVID-19 testing at pop-up testing sites is also still widely available. Employees with questions regarding COVID-19 testing should consult the Division of Public Health website: <https://coronavirus.delaware.gov>

Specific to urgent care centers, if a DVHT member presents with symptoms and is seen by a physician and the claim is coded as being physician ordered, the test would be covered. If the member visits the urgent care center and requests a test without the physician consultation, it would not be covered. Be sure to ask the urgent care center if COVID-19 testing is free of charge, as it may not be covered.

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