

Barrington Public Library

COVID-19 Isolation and Quarantine Policy

Adapted from [January 7, 2022 NH Bureau of Infections Disease Control Guidance](#)

I. Purpose

Spread of COVID-19 can occur in workplaces and cause significant impact on employees and municipal operations. Even a single person can introduce COVID-19 into a workplace and lead to multiple other people needing to quarantine at home, which can significantly impact municipal services and operations. One key component to prevent introduction of COVID-19 into the workplace is effective employee screening and appropriate exclusion from work for people who have any new or unexplained [symptoms of COVID-19](#) or risk factors for exposure.

II. Application

This policy applies to all Barrington Public Library employees.

III. Screening

On a daily basis, employees should consider the following screening questions:

1. Have you tested positive for COVID-19?

If you answered yes to screening question #1, please proceed to Section IV, Employee Exclusion Due to a Positive Test or Symptoms ('Isolation' Guidance).

2. Do you have any symptoms of COVID-19 or fever of 100.4 degrees Fahrenheit or higher that are new for you? Symptoms include:
 - Fever, or feeling feverish;
 - Respiratory symptoms such as runny nose, nasal congestion, sore throat, cough, or shortness of breath;
 - General body symptoms such as muscle aches, chills, and severe fatigue;
 - Gastrointestinal symptoms such as nausea, vomiting, or diarrhea, and
 - Changes in a person's sense of taste or smell.If you answered yes to screening question #2, please proceed to Section IV, Employee Exclusion Due to a Positive Test or Symptoms ('Isolation' Guidance).
3. Has anyone in your household recently tested positive for COVID-19 that you have been in close contact with (while they were considered infectious and able to spread the virus to others)?

If you answered yes to screening question #3, please proceed to Section V, Employee Exclusion Due to Risk Factors for COVID-19 Exposure ('Quarantine' Guidance).

IV. Employee Exclusion Due a Positive Test or Symptoms ('Isolation' Guidance)

Employees diagnosed with COVID-19 or who have symptoms of COVID-19 while awaiting a testing should isolate pursuant to [CDC Guidance](#):

- Stay home and away from others (including people in your household) for at least 5 days.
- Isolation can end after day 5 if you are fever-free (off fever-reducing medications) for at least 24 hours and other symptoms are improving.
- If fever has been present in the prior 24 hours, or if other symptoms are not improving, then you should continue to isolate until fever free and symptoms are improving for at least 24 hours, or until after 10 days of isolation.
- For 10 days:
 - Wear a well-fitting face mask when around other people.
 - Avoid people who are immunocompromised or at high-risk for severe disease.
 - Avoid travel, if possible.

Note: per CDC guidance, you can take an antigen test on day 5 before ending isolation and, if positive, you should continue to isolate for a total of 10 days. Individuals and businesses/organizations can consider but do not have to adopt this testing strategy.

V. Employee Exclusion Due to Risk Factors for COVID-19 Exposure ('Quarantine' Guidance)

Unvaccinated employees or employees not up to date on receiving all recommended COVID-19 vaccine doses who report close contact to a household member diagnosed with COVID-19 should quarantine pursuant to [CDC Guidance](#):

- Stay home and away from others for 5 days after the last exposure.
- Watch for symptoms for COVID-19 for 10 days after the last exposure and get tested if symptoms develop.
- Get tested at least 5 days after the exposure, even if no symptoms develop. If positive, move to isolation.
- For 10 days:
 - Wear a well-fitting face mask when around other people.
 - Avoid people who are immunocompromised or at high-risk for severe disease.
 - Avoid travel, if possible.

Note: A person is "up to date" on COVID-19 vaccination when they have completed a primary COVID-19 vaccine series (the single-dose J&J Janssen vaccine, or a 2-dose series of the Pfizer-BioNTech or Moderna vaccine) AND any booster shots which they are eligible for and recommended to receive. CDC has information about staying up to date on COVID-19 vaccination and who should get a booster shot.

VI. Work from Home Option

If employees must isolate or quarantine, they may choose to work from home. The Director will decide if working from home is warranted, depending on work flow and the need to keep library tasks on track.

VII. Earned-Time and Compensation

Employees must utilize all available and unused earned-time during their isolation or quarantine. Worker's compensation benefits may be available to employees exposed to COVID-19 in the workplace. Short-term or long-term disability benefits may be available to employees after the waiting period. Employees are encouraged to maintain a two-week balance of accrued earned-time. Unpaid quarantine or self-isolation may become necessary if an employee's earned-time balance is exhausted. During all unpaid leave, the employee remains responsible for all deductions.

VIII. ACKNOWLEDGEMENT

Signed acknowledgement is required at the time a vacation request is submitted or if an employee experiences the need to isolate or quarantine pursuant to the policy above.

I have read and understand this policy.

Employee Name

Employee Signature

Date