



COVID-19 Quick Reference FAQs for Supervisors

What are the current guidelines and requirements?

Virginia Tech is following Virginia Department of Health (VDH) COVID-19 recommendations. *These are recommendations and not requirements. There are no state or university specific COVID-19 reporting requirements for employees at this time.*

Who do I contact for questions about _____?

For **specific health questions**, employees should contact their primary care physician, urgent care, or their local health department.

For **leave questions**, employees should contact their Human Resources representative or the [HR Service Center](#).

Employees should work with their supervisor on planning for work coverage as necessary, and should work with their supervisor to manage **return-to-work plans**.

For additional questions, employees can contact the EHS Occupational Health team at reportacase@vt.edu.

What to do when an employee tests positive for COVID-19?

If the employee is currently working on site and receives a positive test result, the employee should return home to self-isolate.

If the employee is currently working remotely or contacts a supervisor after-hours with a positive test result, the employee should remain at home and self-isolate.

Employees with questions about isolation and returning to work can review the [VDH](#) guidance and contact their supervisor to discuss their return-to-work plan.

Employees should not return to work until at least the day that follows their last isolation day, and when they are symptom-free or have improving symptoms, including fever-free for 24 hours without the use of medication.

The VDH has a tool designed to assist with determining isolation dates, which can be accessed by clicking the link below, then following instructions on the website to begin.

- [VDH I/Q calculator](#)

Recommendations for People with COVID-19

Have you tested positive for COVID-19 or have mild symptoms and are waiting for test results?

Here's What To Do:

Isolate. Stay at home for at least 5 days.*



To keep others safe in your home, wear a mask, stay in a separate room and use a separate bathroom if you can.



Do not travel for 10 days.



If you can't wear a mask, stay home and away from other people for **10 days**.



To calculate the recommended time frames, **day 0** is the day you were tested if you don't have symptoms, or the date your symptoms started.



Contact your healthcare provider to discuss your test results and available treatment options. Watch for symptoms, especially fever. If you have an [emergency warning sign](#), such as trouble breathing or persistent chest pain or pressure, seek emergency medical care immediately.



Day 6: Do a self-check. How are you feeling?

You could have loss of taste or smell for weeks or months after you feel better. These symptoms should not delay the end of isolation.



No symptoms or symptoms improving. No fever without fever-reducing medication for 24 hours. You can leave isolation. Keep wearing a mask around other people at home and in public for **5 more days** (days 6-10).



Symptoms not improving and/or still have fever. Continue to stay home until 24 hours after your fever stops without using fever-reducing medication and your symptoms have improved.



After you feel completely better, keep wearing a mask around other people at home and in public through **day 10**.

What if an individual has an exposure to COVID-19?

If an employee is a close contact to someone who has recently tested positive for COVID-19, within 6 feet for more than 15 minutes over a 24-hour period, follow the [VDH recommendations for quarantine](#) and consider getting a COVID-19 test if appropriate. *(Note: VDH recommends anyone who has tested positive within the last 6 months or is up to date on vaccinations does not need to quarantine after an exposure. This differs from CDC guidance for quarantine. If you live or travel frequently outside of Virginia, please be aware that the same guidance may not apply in other states.)*

Testing appointments can be scheduled through a primary care physician, or at certain pharmacies and urgent care facilities throughout the area for symptomatic individuals. *Testing on the Blacksburg campus is available for non-symptomatic individuals only*; self-test appointments can be scheduled through [VT Notify](#).

Individuals concerned about a potential exposure while at work have the option to wear a KN95 respirator to mitigate infection. *The university continues to support those who choose to wear masks.*

What if an individual is a healthcare worker?

There are slightly different recommendations for isolation and quarantine if you are healthcare personnel (HCP). Refer to the following chart for more information.

Work Restrictions for HCP With SARS-CoV-2 Infection and Exposures

"Up to Date" with all recommended COVID-19 vaccine doses is defined in [Stay Up to Date with Your Vaccines | CDC](#)

For more details, including recommendations for healthcare personnel who are immunocompromised, have severe to critical illness, or are within 90 days of prior infection, refer to [Interim Guidance for Managing Healthcare Personnel with SARS-CoV-2 Infection or Exposure to SARS-CoV-2](#) (conventional standards) and [Strategies to Mitigate Healthcare Personnel Staffing Shortages](#) (contingency and crisis standards).

Work Restrictions for HCP With SARS-CoV-2 Infection

Vaccination Status	Conventional	Contingency	Crisis
Up to Date and Not Up to Date	10 days OR 7 days with negative test [†] , if asymptomatic or mild to moderate illness (with improving symptoms)	5 days with/without negative test, if asymptomatic or mild to moderate illness (with improving symptoms)	No work restriction, with prioritization considerations (e.g., types of patients they care for)

Work Restrictions for Asymptomatic HCP with SARS-CoV-2 Exposures

Vaccination Status	Conventional	Contingency	Crisis
Up to Date	No work restrictions, with negative test on days 1 [‡] and 5-7	No work restriction	No work restriction
Not Up to Date	10 days OR 7 days with negative test [†]	No work restriction with negative tests on days 1 [‡] , 2, 3, & 5-7 (if shortage of tests prioritize Day 1 to 2 and 5-7)	No work restrictions (test if possible)

[†]Negative test result within 48 hours before returning to work

[‡]For calculating day of test: 1) for those with infection consider day of symptom onset (or first positive test if asymptomatic) as day 0; 2) for those with exposure consider day of exposure as day 0



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cdc.gov/coronavirus

What if an employee shows symptoms of COVID-19, but is not aware of a close contact exposure?

Employees who are sick are encouraged to stay home. If an individual is experiencing symptoms of COVID-19 that cannot be attributed to allergies or other known conditions, a COVID-19 test is recommended to confirm status.

Testing appointments can be scheduled through a primary care physician, or at certain pharmacies and urgent care facilities throughout the area for symptomatic individuals. *Testing on the Blacksburg campus is for non-symptomatic individuals only.*

Individuals concerned about a potential exposure while at work have the option to wear a KN95 respirator to mitigate infection. *The university continues to support those who choose to wear masks.*

Health District contact information is available below as a reference.

Please note, the COVID Hotlines are typically available M-F during business hours, provide information specific to COVID-19, and may not accept messages.

Regional Facility	Health District	Health Department Phone {COVID Hotline}
Alexandria	Alexandria	(703) 746-4988
Arlington/Ballston	Arlington	(703) 228-7999
Blacksburg	New River	(540) 267-8240
Falls Church	Fairfax County	(703) 267-3511
Hampton Roads	Hampton	(757) 594-7069
Leesburg	Loudon	(703) 737-8300
Occoquan	Prince William	(703) 872-7759
Richmond	Richmond City	(804) 205-3501
Roanoke	Alleghany/Roanoke City	1 (855) 949-8378