COVID-19 Quick Reference FAQs for Supervisors

What are the current guidelines and requirements?

Virginia Tech is following Virginia Department of Health (VDH) and Centers for Disease Control and Prevention (CDC) 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](mailto: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 [CDC](#) and [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.

Both the CDC and VDH have a tool designed to assist with determining isolation dates, which can be accessed by clicking the links below, then following instructions on the website to begin.

- [VDH I/Q calculator](#)
- [CDC 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?

Isolate. Stay at home for at least 5 days.

Stay Home

If you cannot stay at home, stay away from others for 10 days.

Do not travel for 10 days.

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

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

No symptoms or symptoms improving.

No fever without fever-reducing medication. 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 subsides without fever-reducing medication and your symptoms have improved.

Contact your healthcare provider to discuss your test results and available treatment options. Watch for symptoms such as trouble breathing or persistent chest pain or pressure. Seek emergency medical care immediately.

*If you are moderately or severely ill, please contact your healthcare provider or seek medical care immediately.

**Please refer to COVID-19 Isolation and Isolation for guidance on isolation in healthcare settings and high-risk congregate settings (such as congregate or congregate facilities, homes, shelters, or group homes).
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 when appropriate. *(Note: CDC infographics included on following page; 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.)*

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.

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**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](https://www.cdc.gov/vaccines/) 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](https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance.html) (conventional standards) and [Strategies to Mitigate Healthcare Personnel Staffing Shortages](https://www.cdc.gov/coronavirus/2019-ncov/hcp/staffing-shortages-strategies.html) (contingency and crisis standards).*

<table>
<thead>
<tr>
<th>Vaccination Status</th>
<th>Conventional</th>
<th>Contingency</th>
<th>Crisis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to Date and Not Up to Date</td>
<td>10 days OR 7 days with negative test*, if asymptomatic or mild to moderate illness (with improving symptoms)</td>
<td>5 days with/without negative test, if asymptomatic or mild to moderate illness (with improving symptoms)</td>
<td>No work restriction, with prioritization considerations (e.g., types of patients they care for)</td>
</tr>
</tbody>
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**Work Restrictions for Asymptomatic HCP with SARS-CoV-2 Exposures**

<table>
<thead>
<tr>
<th>Vaccination Status</th>
<th>Conventional</th>
<th>Contingency</th>
<th>Crisis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to Date</td>
<td>No work restrictions, with negative test on days 1* and 5–7</td>
<td>No work restriction</td>
<td>No work restriction</td>
</tr>
<tr>
<td>Not Up to Date</td>
<td>10 days OR 7 days with negative test*</td>
<td>No work restriction with negative tests on days 1*, 2, 3, &amp; 5–7 (if shortage of tests prioritize Day 1 to 2 and 5–7)</td>
<td>No work restrictions (test if possible)</td>
</tr>
</tbody>
</table>

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*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

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)
Recommendations for COVID-19 Close Contacts

Have you been in close contact with someone who has COVID-19? You were a close contact if you were less than 6 feet away from someone with COVID-19 for a total of 15 minutes or more over a 24-hour period (excluding K-12 settings).

Here’s What To Do:

**Protect Others**
Take these steps to keep others safe.

- **Quarantine** if you are not up to date with COVID-19 vaccines or didn’t have COVID-19 in the past 90 days. Stay home and away from other people for at least **5 days**. If you are up to date or had COVID-19 in the past 90 days, you do not have to quarantine.

  - Avoid travel through day 10.

- **Wear a mask** around other people for **10 days**.

- Watch for symptoms of COVID-19 for **10 days**.

  - Up to date means a person has received all recommended COVID-19 vaccines, including any booster dose(s) when eligible.

**Get Tested**
Get a COVID-19 test on or after day 5 or if you have symptoms.

People who had COVID-19 in the past 90 days should only get tested if they develop symptoms.

- **You tested negative.** You can leave your home.
  - Keep wearing a mask in public and when traveling through day 10.

- **You tested positive or have symptoms.**
  - Isolate away from other people. Stay home for at least **5 days** and follow steps for isolation.
  - Do not travel for **10 days**.

If you are unable to get tested, you can leave your home after day 5 if you have not had symptoms. Keep wearing a mask in public and avoid travel through day 10.

Please refer to COVID-19 Quarantine and Isolation for guidance on quarantine in healthcare settings and high risk congregate settings (such as correctional and detention facilities, homeless shelters, or cruise ships).
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.*

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