

COVID-19 Advise:

1. **PLEASE stay home if you are sick and/or symptomatic.**

No doctor's note is required at this time and the CEMA 1st day sick requirement has been waived. All other County policies remain. It is important that we also minimize spreading of the common cold and flu, which make people more vulnerable to other illness. [According to the CDC](#), otherwise healthy adults can infect others one day before and up to seven days after becoming sick.

2. **Attendance during school closures**

For employees impacted by school closures who are unable to telework due to the nature of the essential functions of their job or existing departmental policy, Sick Leave should be used, followed by any other available leave balances. If employees have exhausted all leave balances, then managers/supervisors may submit a Paid Administrative Leave Request Form to Labor Relations. Alternatively, employees may file a claim with the State of California for unemployment insurance benefits. (Governor Newsom has issued an executive order waiving the one-week waiting period for unemployment insurance claims filed due to COVID-19.)

3. **Gatherings & Travel**

Gatherings of 100+ are canceled, likely through April 30, 2020. New restrictions have been placed on gatherings of between 35 and 100 and are described in this [link to the latest PHD guidance and new order](#). When attending smaller meetings/gatherings, social distancing is required. Hand washing before and after gatherings is recommended. Assessment Appeals Board meetings are currently still being held. The suspension of all travel shall remain in effect through April 30, 2020 and may extend past that time if the situation warrants. This includes travel out of County by vehicle, airplane, or any other means of transport, except same-day travel. The suspension does not currently include in-County travel, but may change as conditions warrant. Field work is currently permitted.

4. **Who should get tested for Coronavirus ?**

The Public Health Department recommends that the public and health care providers consult and follow the CDC's guidance on who should be tested, which is available at <https://www.cdc.gov/coronavirus/2019-nCoV/hcp/clinical-criteria.html>. Patients who have severe symptoms, such as fever, cough, or difficulty breathing, should seek care immediately. Older patients and individuals who have underlying medical conditions or are immunocompromised should contact their physician early in the course of even mild illness. Mildly ill patients are encouraged to stay home and contact their healthcare provider by phone for guidance about clinical management.

TIPS How can I best protect myself from getting the novel coronavirus virus?

- Frequently wash your hands with soap or use hand sanitizers.
- Avoid touching your face, particularly your eyes, nose, and mouth because one way viruses spread is when you touch your own mouth, nose or eyes.
- Cough or sneeze into a tissue, sleeve, or arm. Do not use your hands.
- Clean frequently touched surfaces such as phones, tablets, light switches, countertops and doorknobs.
- Keep away from others who are sick.
- Stay home when you are sick.