

EMPLOYEE UPDATE: RESPONSIBLE RESTART OHIO PLAN
7.22.20

Dear Faculty and Staff,

Jefferson County has seen a recent spike in COVID-19 cases and is currently identified as risk level 2 on Ohio's Public Health Advisory system. Also, over the last week we have become aware of suspected cases within the campus community. With the increase in cases locally, and considering the return of the students next month, we must be more attentive to the State's standards and the University's protocols.

Our vigilance in these matters will bolster our ability to welcome students this fall and mitigate potential disruptions to classes, activities, and staffing when confirmed cases arise during the semester.

The following points of focus for faculty and staff are based on Ohio's [Responsible Restart](#) operating standards and recommendations for higher education. They also reflect feedback from the Jefferson County Health Department regarding the latest spike and the potential implications of a continued negative trend.

- Be vigilant, [monitor yourself for symptoms](#), and take your temperature every day before reporting to work. People with COVID-19 have a wide range of symptoms – from being asymptomatic to having mild or severe symptoms. Your symptoms may arise 2-14 days after exposure. Loss of taste or smell, congestion, runny nose, fever (over 100.4) or chills, cough, shortness of breath, difficulty breathing, fatigue, muscle/body aches, sore throat, nausea/vomiting, and/or diarrhea are common symptoms. You can access the CDC's ["Self-Checker" tool](#) (click link & scroll down on webpage) as a guide to help you make decisions regarding seeking care.
- Do not report to work if you have symptoms of COVID-19 or any other communicable disease. Consult with your physician regarding symptoms and potential testing. Follow your doctor's orders regarding testing, self-isolation and/or quarantine.
- Report confirmed or suspected cases of COVID-19 to the Office of Human Resources (*6398 or hr@franciscan.edu) so that the University can take prudent action, based on the individual circumstances, to mitigate and contain the potential spread on campus. If you know that you have been exposed to someone who has tested positive (e.g., without a mask, within six 6 feet, indoors) speak to your physician and follow your doctor's orders. You cannot report to work on campus until 14 days after your last know exposure.

- Wear a facial covering when you are indoors unless you are working alone in your assigned work area. Wear a facial covering outside if you are unable to maintain six (6) feet of distancing.

Facial coverings are not required to be worn by faculty in the classroom if doing so would create an impediment to academic content delivery. In these instances, faculty must either use clear face shields, use other physical barriers (such as plexiglass), or maintain six (6) feet of distancing.

Employees who cannot wear a facial covering due to an underlying health condition may seek an exemption through the Office of Human Resources (*6398, hr@franciscan.edu).

Please let me know if you have any questions or concerns.

Peace and blessings,
Brenan

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