University of Illinois at Urbana-Champaign
COVID-19 Quarantine Benefits Protocol

OVERVIEW

The University of Illinois at Urbana-Champaign has implemented plans and processes to protect the safety and health of all in our campus community in order to also maintain continuity of our academic, research and administrative operations. The purpose of this Quarantine Benefits Protocol is to establish a mechanism by which our faculty and staff who are required to be in COVID-19 related quarantine can maintain pay through the use of special COVID-19 Quarantine Benefits.

The University follows guidance from the Centers for Disease Control (CDC), Illinois Department of Public Health (IDPH) and Champaign Urbana Public Health District (CUPHD) regarding quarantine and travel based Stay at Home Requirements.

QUARANTINE

Used to keep someone who might have been exposed to COVID-19 away from others to reduce virus transmission

- Stay away from others, including household members
- Monitor your health, specifically watching for fever (100.4°F), cough, shortness of breath, or other symptoms of COVID-19

TRAVEL BASED STAY AT HOME REQUIREMENT

CDC, IDPH and CUPHD has issued post-travel guidance for all out-of state travel, international and domestic where COVID rates are higher than Champaign County rates since travelers might have been exposed to COVID-19.

Post-travel, individuals should only leave their homes for the following reasons:

- To participate in twice weekly on-campus COVID-19 testing
- To get groceries, medicine or visit your healthcare provider
- To attend in-person classes, unless the class is offered online. If courses are offered online during these 14 days, students and instructors should stay at home and attend classes remotely.

All individuals who meet these travel guidelines need to test at one of our testing sites the day you return to Champaign County.
WHEN IS QUARANTINE REQUIRED AND HOW LONG DOES IT LAST?

<table>
<thead>
<tr>
<th>Reason for Quarantine/Stay at Home</th>
<th>Duration of Quarantine/Stay at Home</th>
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<tbody>
<tr>
<td>Per order of local Public Health (due to close contact/exposure with a positive case)</td>
<td>14 calendar days from the date you had close contact with a person positive for COVID-19</td>
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<tr>
<td>Per CDC, IDPH and CUPHD post-travel guidelines, includes both internation and domestic travel where COVID-19 rates are higher than Champaign County. All travel, University business, initial report to the University for employment or personal travel is applicable to these requirements.</td>
<td>14 calendar days after your return from travel</td>
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HOW ARE WORK AND PAY HANDLED DURING THE QUARANTINE/STAY AT HOME PERIOD?

Faculty and staff who are required to quarantine/stay at home and who can work remotely are expected to continue to work since they are not ill, just potentially exposed to the virus.

Units should consider whether there is online training or other work employees can complete for those whose regular work duties cannot be performed remotely.

EMPLOYEE OBLIGATIONS DURING QUARANTINE

1. The University needs to know when you are required to quarantine. You must notify your supervisor that you are required to remain in quarantine and when your quarantine period ends. Additionally, discuss with your supervisor how you can receive any needed equipment or materials to facilitate remote work if applicable to your job duties. Delivery of this must happen in a way in which there is no contact with you.

2. Be responsive to public health contacts and instructions. Be compliant with quarantine restrictions to stay at home. Do not come to campus. Do not go out in the community unless seeking medical treatment. Have groceries or food delivered to your home in a manner that avoids contact with the delivery person.

3. Monitor your health daily and consult with your medical provider if you develop symptoms.

4. Continue to work remotely, if your job duties allow.

5. Keep your supervisor informed about work assignments and other routine matters. If you should become ill prior to the end of your quarantine period, you should also inform your supervisor of that change. Your status with public health will move to isolation if you test positive for COVID-19. If your duties allow for remote work but you are too ill to work remotely, you will then need to utilize your available sick leave benefits.

6. Continue to report your time as usual, if required. Continue to report Positive Time Entry if you are obligated to use that system.

SUPERVISOR OBLIGATIONS DURING AN EMPLOYEE’S QUARANTINE

1. Reinforce the campus commitment to a safe workplace and ensure your employee does not come to campus prior to the end of their quarantine period.

2. Continue to assign work that can be completed remotely whenever possible.

3. Ensure time is reported and approved for employees.
EMPLOYEE OBLIGATIONS DURING REQUIRED TRAVEL BASED STAY AT HOME PERIOD

1. The University needs to know when you are required to stay at home due to recent travel. You must notify your supervisor that you are required to stay at home due to travel and when your stay at home period ends. Additionally, discuss with your supervisor how you can receive any needed equipment or materials to facilitate remote work if applicable to your job duties. Delivery of this must happen in a way in which there is no contact with you.

2. Be compliant with public health guidance during the required 14 day stay at home period. Leave your home only to
   a. participate in twice weekly on-campus COVID-19 testing
   b. get groceries, medicine or visit your healthcare provider
   c. attend/teach in-person classes, unless the class is offered online. If courses are offered online during these 14 days, students and instructors should stay at home and attend classes remotely.

3. Monitor your health daily and consult with your medical provider if you develop symptoms.

4. Continue to work remotely, if your job duties allow.

5. Keep your supervisor informed about work assignments and other routine matters. If you should become ill prior to the end of your stay at home period, you should also inform your supervisor of that change. Your status with public health will move to isolation if you test positive for COVID-19. If your duties allow for remote work but you are too ill to work remotely, you will then need to utilize your available sick leave benefits.

6. Continue to report your time as usual, if required. Continue to report Positive Time Entry if you are obligated to use that system.

SUPERVISOR OBLIGATIONS DURING AN EMPLOYEE’S REQUIRED TRAVEL BASED STAY AT HOME

1. Reinforce the campus commitment to a safe workplace and reinforce your employee should limit on-campus presence except for saliva based testing and instruction of in-person classes until the end of their travel based stay at home period.

2. Continue to assign work that can be completed remotely whenever possible.

3. Ensure time is reported and approved for employees.

PLEASE NOTE: Quarantine and Travel Based Stay at Home Requirement are both different than Isolation. Isolation applies to people infected with the virus (those who are sick with COVID-19 and those with no symptoms)