

Interim Guidance for NYCHA Employees Arriving in New York State

Following Out-of-State Travel Update: July 15, 2020

Background

In response to increased rates of COVID-19 transmission in certain states within the United States, and to protect New York's successful containment of COVID-19, New York State (NYS) has joined with New Jersey and Connecticut in jointly issuing a travel advisory for anyone returning from travel to states that have a significant degree of community-wide spread of COVID-19.

NYCHA employees who return from travel from the following states must adhere to the process outlined in this guidance document:

- Alabama
- Arkansas
- Arizona
- California
- Florida
- Georgia
- Iowa
- Idaho
- Kansas
- Louisiana
- **Minnesota**
- Mississippi
- Nevada
- **New Mexico**
- North Carolina
- **Ohio**
- Oklahoma
- South Carolina
- Tennessee
- Texas

- Utah
- **Wisconsin**

Guidance for Travel

The NYS travel advisory is effective at 12:01 a.m. on Thursday, June 25, 2020. If you have traveled from within one of the designated states with significant community spread as defined above, you must follow the steps described below when you enter New York for 14 days from the last travel within such designated state.

According to NYS, the requirements of the travel advisory do not apply to any individual passing through designated states for a limited duration (i.e., less than 24 hours) through the course of travel. Examples of such brief passage include but are not limited to: stopping at rest stops for vehicles, buses, and/or trains; or lay-overs for air travel, bus travel, or train travel.

Essential Worker Requirements

(Please note that non-essential workers [those currently teleworking] should remain home and quarantine as directed by the Travel Advisory)

NYCHA essential workers must take the following steps to comply with the advisory:

- Essential workers should seek diagnostic testing for COVID-19 as soon as possible upon arrival (within 24 hours) to ensure they are not positive.
- If an employee is experiencing COVID-19 related symptoms, the employee may return to work upon completing at least 14 days of isolation from the onset of symptoms.
- If an employee is not experiencing COVID-19 related symptoms, the employee may return to work as long as they adhere to the following precautions:
 - Regular monitoring: Under the supervision of NYCHA's Environmental Health & Safety (EHS) Department, the employee must self-monitor for a temperature greater than or equal to 100 degrees Fahrenheit every 12 hours and symptoms consistent with COVID-19.
 - Wear a mask: The employee must wear a face mask at all times while in the workplace for 14 days after returning from travel within any of the designated states.
 - Social distance: The employee must continue social distancing practices, including maintaining at least six feet of distance from others.
 - Clean and disinfect workspaces: The employer must continue to regularly clean and disinfect all areas, such as offices, bathrooms, common areas, and shared electronic equipment.

- Maintain quarantine: The employee must continue to self-quarantine and self-monitor for temperature and symptoms when not at the workplace for 14 days after returning from travel within any of the designated states.
- If an employee is symptomatic upon arrival at work or becomes sick with COVID-19 symptoms while at the workplace, absent close or proximate contact with a person with COVID-19, the employee must be separated and sent home immediately and may return to work upon completing at least 14 days of isolation from the onset of symptoms OR upon receipt of a negative COVID-19 test result.
- If an employee tests positive for COVID-19, regardless of whether the employee is symptomatic or asymptomatic, the employee may return to work upon completing at least 14 days of isolation from the onset of symptoms or 14 days of isolation after the first positive test if they remain asymptomatic.
- Non-essential travel to any state on the above list may impact eligibility for excused leave. Please consult the HR policy for details.

Required Notifications

Employees are required to notify EHS, on a daily basis, for 14 days, starting with the first day of work after returning from one of the above states, and his/her direct supervisor if they are experiencing symptoms or receive a positive COVID-19 test, in accordance with the below table:

Health Status	Notify	Frequency	Contact
No symptoms	EHS	Daily, starting first day of work after returning from the areas above	ehs@nycha.nyc.gov
Symptoms	Direct Supervisor	Once, prior to your next scheduled day of work	Direct supervisor
Positive COVID-19 test	Direct Supervisor	Once, prior to your next scheduled day of work	Direct supervisor

Questions

Employees who have questions regarding this interim guidance should contact NYCHA's Environmental Health and Safety Department at ehs@nycha.nyc.gov.