

Employer Re-Entry Tips for the Workplace



FACEMASKS

- Businesses authorized to stay open must now mandate employees wear masks.
- Individuals not wearing masks should be denied entry.
- It is a "mandatory requirement" employees wear masks while at the work site, unless an employee is using break time to eat or drink.
- Workers must be provided ample break spaces to eat meals while maintaining a social distance of six feet, including limiting the number of employees in common areas.
- Employers may approve masks obtained or made by employees.



TEMPERATURE SCREENINGS

- If a business discovers there has been an exposure to a person who has COVID-19, temperature screenings are required before employees can enter the business prior to the start of work.
- Temperature screenings can be conducted by anyone designated to operate the thermometer.
- A privacy screen is not required. Gloves are not required by the Department of Health order; however, it would be best practice to wear gloves.
- Implement temperature screening before an employee enters the business, prior to the start of each shift or, for employees who do not work shifts, before the employee starts work.
- Limit access inside the building; otherwise, a screening protocol may be needed at each entrance.
- Ensure employees practice social distancing while waiting to have their temperatures screened.
- Any employee who has an elevated temperature of 100.4 F degrees must be sent home and cannot return until the CDC criteria to discontinue home isolation are met, in consultation with health care providers and state and local health departments.
- It is the responsibility of the employee to notify the employer if they have tested positive for COVID-19.
- When there has been an exposure at a business, the area visited by the infected person must be closed off, disinfected, and ventilated. All common rooms and shared electronics must be cleaned and disinfected.
- Businesses must identify and notify employees who were in close contact — defined in the order as within about six feet for about 10 minutes — with the infected person.



COMPLIANCE WITH FACEMASKS AND TEMPERATURE SCREENINGS

- Ensure that the facility has a sufficient number of employees to perform all measures listed effectively and in a manner that ensures the safety of the public and employees.
- Ensure that the facility has a sufficient number of personnel to control access, maintain order, and enforce social distancing of at least 6 feet.
- Ensure that all employees are made aware of these required procedures by communicating them, either orally or in writing.
- Post signage indicating that masks must be worn and (if required) that temperature screenings are taking place for all persons entering the building.
- Telling someone they have a fever is not the same as specifying that they have a particular disease, so there should not be a HIPAA issue. Stating a symptom is not the same as informing someone of a diagnosis or condition.