



Clinton County

Working During Pandemic

POLICY STATEMENT

It is the purpose of this policy to provide employees and county officials with guidelines to best protect the Clinton County workforce and public from the spread of COVID-19 while at work.

With the buildings being open to the public during a declared pandemic, this policy outlines expectations to help prevent the spread of COVID-19 while at work.

This policy will give direction to both fully vaccinated and un-vaccinated County Staff.

It is a policy which may change as the Iowa Department of Public Health guidance and recommendations change. Please call 211 if you have any COVID-19 related questions.

DEFINITIONS:

2019 novel coronavirus (COVID-19): is kind of coronavirus that was first detected in China and has now been detected in many countries, including in the United States and in Iowa.

There are seven different coronaviruses known to infect humans, including four very common, milder viruses that cause illness similar to the common cold. Healthcare providers test for these common coronaviruses routinely and no public health measures are needed to address these common coronaviruses. Three of the seven coronaviruses are rare and can cause more severe illness, including the 2019 novel coronavirus (COVID-19) and its **Variants**.

Symptoms:

Symptoms may appear 2-14 days after exposure and can include:

- Fever
- Cough (newly acquired and not attributed to another health condition)
- Shortness of breath (newly acquired and not attributed to another health condition)
- Sore Throat
- Body/muscle aches

- Headaches
- Loss of taste and smell
- General cold like symptoms (without a test assume it is COVID-19)
- Diarrhea and or nausea

Reported illnesses have ranged from people being mildly sick to people being severely ill and dying. Older patients and those with chronic medical conditions may be at higher risk for severe illness. There is currently no specific treatment for COVID-19. People with COVID-19 receive supportive care to help relieve symptoms.

Close Contact:

Being around someone without a mask, closer than 6 feet, for 15 minutes or greater.

Fully Vaccinated:

Meaning, it has been more than two weeks since a person has received their second dose in a 2-dose vaccine series OR more than two weeks since they received one dose of a single-dose vaccine.

Prior COVID-19 illness:

Someone who has had COVID-19 illness within the previous 3 months AND has recovered AND Remains without COVID-19 symptoms (for example, cough, shortness of breath).

PREVENTION:

The best way to prevent illness is to avoid being exposed to this virus and get vaccinated. People can help prevent the spread of respiratory illnesses to others by covering their coughs and sneezes, cleaning their hands frequently and staying home when ill. CDC may have different recommendations according to one's vaccination status.

Prevention recommendations include:

- Get a COVID Vaccination
- Wash your hands often with soap and water for at least 20 seconds. Use alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Avoid close contact with people who are sick
- Stay home when you are sick
- Clean and disinfect frequently touched objects and surfaces.
- Social Distancing (remain 6' from each other)

- Wearing of a mask for prevention (see Social Distancing and Masks at the end of Policy)

EMPLOYEE SELF MONITOR EXPECTATIONS BEFORE COMING TO WORK REGARDLESS OF VACCINATION STATUS:

- **Check your temperature each day before coming to work.**
 - A new fever (100.4°F or higher), or a sense of having a fever...flushed feeling, chills?
 - Do not come to work if your temperature is 100.4 degrees or above. Call supervisor and report your temp.
 - If your temperature is below 100.4 proceed to work as long as you have no other COVID-19 signs or symptoms.
 - Do not come to work if you experience a sense of having a fever...flushed feeling, chills?
- **Assess if you have a new cough that you cannot attribute to another health condition.....asthma, chronic lung disease?***
 - Do not come to work if you have a new cough that you cannot attribute to another health condition.....asthma, chronic lung disease?*
- **Assess if you have new shortness of breath that you cannot attribute to another health condition?***
 - Do not come to work if you have new shortness of breath that you cannot attribute to another health condition?*
- **Assess if you have a new sore throat that you cannot attribute to another health condition?***
 - Do not come to work if you have new sore throat that you cannot attribute to another health condition?*
- **New generalized muscle aches that you cannot attribute to another health condition, or that may have been caused by a specific activity (such as physical exercise)?**
 - Do not come to work if you have new generalized muscle aches that you cannot attribute to another health condition, or that may have been caused by a specific activity (such as physical exercise).

- **New headache not attributed to another health condition?**
 - Do not come to work if you have new headache not attributed to another health condition.
- **New loss of taste and smell not attributed to another health condition?**
 - Do not come to work if you have new loss of taste and smell not attributed to another health condition.
- **Cold symptoms without a COVID test?**
 - Without a test, assume you have COVID and do not come to work.
- **New onset of diarrhea and or nausea not attributed to another health condition?**
 - Do not come to work if you have new onset of diarrhea and or nausea not attributed to another health condition.

IF YOU HAVE ANSWERED “YES” TO ANY OF THE ABOVE REGARDLESS OF VACCINATION STATUS (IF YOU HAVE ANY SYMPTOMS)

- DO NOT come to work and contact your supervisor by phone (not in person).
- If you are at work and start to experience the above symptoms: Put a mask on, tell your supervisor you are experiencing symptoms and LEAVE WORK IMMEDIATELY.
- Complete COVID related time off paperwork found on https://clintoncounty-ia.gov/Clinton_County_Policies and email to HR director at daldridge@clintoncounty-ia.gov
- **Have you been in close contact of a known COVID-19 case?**
 - **Unvaccinated:** Do not come to work if you have been in close contact of a known COVID-19 case and have not been vaccinated or had a prior COVID-19 illness within the past 3 months regardless of symptoms.
 - Call HR at 563-244-3450 for possible return date.

SOCIAL DISTANCING AND MASKS

Fully Vaccinated: County employees who have been fully vaccinated can resume activities as before the pandemic. The CDC recommends fully vaccinated County employees to wear a mask while in public indoor spaces in high transmission areas. The board has suggested, but not require, fully vaccinated County employees to wear masks while indoors in public common spaces within all County Buildings.

Unvaccinated: the following applies.

County staff who are not fully vaccinated will wear a mask when not seated/standing at their immediate desk/working area and while in common areas of all County Buildings. All staff who are not fully vaccinated will wear a mask if they cannot keep the recommended social distancing of 6 feet. County Staff who are not fully vaccinated will wear a mask if in a county vehicle and riding/driving with others.

- Clinton County will provide a surgical mask to staff who must help a customer outside of being behind Plexiglas/glass guards. Staff should be advised by their Elected Official or Department Head as to when or if it is acceptable to provide service outside of being behind Plexiglas/glass guards.
- Clinton County will place Plexiglas/glass guards where staff have public contact.

VACCINATION OF COUNTY STAFF

- All staff will be offered the COVID vaccination once available.
- Staff will tell HR if they want the Vaccination to best schedule vaccinations.
 - HR will tell staff the location to receive their vaccination.
 - Staff will inform HR if they received their shot from another entity so that they can be taken off of the “yes, I want the vaccine” list.
- County Health will determine what staff is able to receive the shots as deemed by the IDPH.
 - Update 5/1/2021—all Clinton County Staff have been offered the COVID vaccination at work. Vaccine is now readily available if staff had initially not wanted the vaccine and have changed their mind.
 - HR will work with County Health for booster shot clinics for County Staff.
- Clinton County does not require staff to receive the vaccination.
- An employee who receives the vaccination and experiences symptoms that prevent them from working due to the vaccine (usually within the following 24-48 hours-- if not, a doctor’s note stating it was an issue due to vaccine will be required), may use their sick

time without incurring an occurrence for attendance and the absence will not count against one's wellness days.

- The employee must tell their supervisor the date they received the vaccine and when they started experiencing symptoms
- Most symptoms will subside after 24-48 hours.
- Once an employee is fully vaccinated they may choose to provide a copy to HR to be placed in their employee file, but it is not required. You may also choose to provide a copy of boosters once completed.

Non-Adherence of policy: You may be asked if you are fully vaccinated if you are not wearing a mask. If you are found to be untruthful in your answer and conduct, you can be disciplined up to and including termination. This would be considered a safety policy violation. If you do not want to disclose your vaccination status, you will be expected to follow the policy for those unvaccinated.

The screening protocol outlined above is based on the following:

- A review of screening protocols from multiple agencies by Clinton County Public Health
- Recommendations by the CDC