AUGUSTA UNIVERSITY

COVID PROTOCOL FOR UNIVERSITY EMPLOYEES (FACULTY AND STAFF) WHO FEEL SYMPTOMATIC

PERSONAL RESPONSIBILITY IS CRITICAL IN PROTECTING ONE'S OWN HEALTH AS WELL AS THOSE ON AUGUSTA UNIVERSITY'S CAMPUSES.

EXPERIENCING ONE OR MORE SYMPTOMS OF COVID-19:

Fever, chills, cough, shortness of breath, sore throat, runny nose, congestion, headache, new loss of taste or smell, muscle pain, fatigue, nausea, vomiting and/or diarrhea.

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NOTIFY SUPERVISOR GO/STAY AT HOME; TAKE APPROPRIATE LEAVE

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CALL AU COVID HOTLINE: 706-721-1852

- Report your symptoms.
- Arrange for COVID testing based on Hotline review of your symptoms.
- Arrange to see a medical provider of your choice as medically necessary.
- Send an email to reportcovid@augusta.edu if you have questions about leave. Call University HR at 706-446-4457, if necessary.

AU COVID-19 HOTLINE RECOMMENDS TESTING

YES

Stay home until test results are reported to you.

NO

Stay home until symptoms are gone, you feel better/no temp. Follow normal sick leave policy and return-to-work process.

POSITIVE TEST

SELF-ISOLATE
1. Send an email to reportcovid@augusta.edu (required). If you have leave questions, call or email University HR 706-446-4457 to review leave options: sick leave, FMLA, other. If you seek to work remotely, contact your supervisor re: telework.
2. Stay home for at least 10 days since symptoms first appeared, with the last 24 hours of the 10 days being fever free (without taking fever reducing medication).
3. Email HR at reportcovid@augusta.edu when able to return to work.
4. All hospital and clinical staff must call Employee Health at 706-721-3418 for a return to work clearance.

NEGATIVE TEST

Send email to HR at reportcovid@augusta.edu to report negative test. Follow normal sick leave policy and return to work process. Return to work day 7 if without symptoms for 24 hours without use of fever-reducing medications.

AU COVID-19 Hotline: 706-721-1852

RETURN TO WORK

Augusta University protocols created based on guidance from University System of Georgia, Department of Public Health and the Centers for Disease Control and Prevention.
See augusta.edu/reopening for the latest protocol and information.