

Original Approval 12/2/2021
Effective 6/22/2022
Next Review 6/21/2025

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Policy Area [Infection Prevention](#)
Applicability [FHCC Outpatient Policies](#)
References [Org Wide/ Institutional](#)

QLT221 Workforce Member Exposure Guidance for COVID-19

SCOPE:

This policy applies to Fred Hutchinson Cancer Center Workforce Members in Clinical Facilities and Non-Clinical Facilities.

Fred Hutchinson Cancer Center Incident Command Leadership determined that Contingency Strategy should be used for Workforce Members.

PURPOSE:

To assist with assessment of risk and application of work restrictions for asymptomatic Workforce Members with potential exposure to someone with confirmed COVID-19, the disease caused by SARS-CoV-2.

Fred Hutchinson Cancer Center Incident Command Leadership should determine when the use of a conventional, contingency or crisis strategy is needed for responding to staffing needs. Quarantine and/or testing guidance may be made at the discretion of Infection Prevention and Occupational Health based on the specific circumstances of the exposure event and the most current CDC guidance.

DEFINITIONS:

- **Close contact:** being within approximately 6 feet (2 meters) of a person with infectious COVID-19 for 15 minutes or more (time limit does not apply to exposures that result from an aerosol-generating procedure) or having unprotected direct contact with infectious secretions or excretions of the confirmed person with COVID-19.
- **Clinical Facilities:** Also known as "health care settings", Clinical Facilities include Fred Hutchinson Cancer Center facilities that are used for in-person patient care or otherwise in the delivery of health care services. Fred Hutchinson Cancer Center research facilities are not considered Clinical Facilities.
- **Fully vaccinated:** Workforce Members are considered fully vaccinated if they have completed the COVID-19 primary vaccination series per CDC guidance AND at least two weeks have elapsed since the final dose.
- **Up to Date with Vaccination:** Workforce Members are considered [Up to Date with vaccination](#) when they have completed a primary COVID-19 vaccine series and all recommended boosters, when eligible.

- **HCW:** Workforce Member conducting work in any Fred Hutchinson Cancer Center Clinical Facilities
- **PPE:** Personal Protective Equipment
- **RTW:** Return to Work
- **Workforce Member:**
 - All employees who work in Fred Hutchinson Cancer Center facilities (full time, part time, all classifications of hybrid, and temporary full time, part time, or hybrid). Classifications of hybrid include employees who work a mixture of 1-5 days on campus combined with partial remote work, and those who work fully remote).
 - All non-employees who work in Fred Hutchinson Cancer Center facilities (full time, part time, all classifications of hybrid, and temporary full time, part time, or hybrid). Classifications of hybrid include non-employees who work a mixture of 1-5 days on campus combined with partial remote work, and those who work fully remote).
 - Non-employees for purposes of this Policy include but are not limited to:
 - Non-employee faculty members (e.g. HHMI investigators)
Clinical, medical and/or administrative staff (e.g., from UW Medicine, UW School of Medicine, Seattle Children's Hospital)
 - Visiting scientists, postdocs, graduate students
 - Agency employees, interns and volunteers
- **Quarantine:** To prevent additional infections, the Workforce Member is required to remain at home based on based on the circumstances of the exposure and depending on vaccination status. They are not permitted on campus during this time and should follow local public health guidelines and recommendations for SARS-CoV-2/COVID-19 testing.
- **Surveillance:** The Workforce Member is permitted to continue working but is advised to minimize community exposure, undergo scheduled COVID-19 testing and continue good infection control measures including masking, social distancing, and hand hygiene.
- **Testing:** PCR and antigen testing frequency for SARS-CoV-2/COVID-19 post exposure is determined by Occupational Health based on the circumstances of the exposure. If the Workforce Member refuses testing, they will quarantine (remain away from work) for 10 days with the use of personal time.
- **Community exposures:** one-time isolated exposure to a person with COVID-19 lasting ≥ 15 minutes, unmasked and indoors/in cars (exclusively outdoor exposures are not included).
- **Household exposures:** prolonged exposure to another person with COVID-19, unmasked either continuously or for consecutive days (e.g. partners/spouse, children, dependents, siblings, extended family members living in the same household, roommates, overnight guests, travel companions on a trip).

POLICY:

Due to the COVID-19 pandemic and ongoing transmission in our community, the risk of acquisition of SARS-CoV-2 has significantly impacted the Fred Hutchinson Cancer Center workforce. This policy provides guidance for Workforce Members exposed to COVID-19 when Fred Hutchinson Cancer Center staffing is using Contingency Strategy.

Managers should consult with Human Resources to determine the time-off policy that best applies to the Workforce Member's situation. Workforce Members may contact [Human Resources](#) at 206-667-4700 to discuss leave options.

OCCUPATIONAL EXPOSURE TO COVID-19 IN CLINICAL FACILITIES

An occupational exposure occurs when a HCW has close contact with an individual with confirmed COVID-19, including during the 48 hours prior to symptom onset, while at work. Risk of the occupational exposure depends on PPE worn by the person with COVID-19 and the HCW. Occupational Health and Infection Prevention will identify the exposed HCWs and associated exposure risk category. Once determined, the teams will notify the exposed HCWs.

≥15-minute contact within 6 feet (indoors)*	Risk Factors: Person with COVID-19 (symptomatic or asymptomatic)		
	Wearing a mask	No mask	Aerosol Generating Procedure (any duration)
HCW no mask	Higher Risk		
HCW + mask only	Lower Risk	Higher Risk	Higher Risk
HCW + mask + eye protection	Lower Risk	Higher Risk	Higher Risk
HCW + respirator only	Lower Risk	Higher Risk	Higher Risk
HCW + respirator + eye protection	No Risk	No Risk	No Risk

≥15-minute cumulative in a 24-hour period*

Lower risk exposure - monitor closely for symptoms x14 days, test if symptoms develop (PCR preferred)

Higher risk exposure - see Summary Table for testing and quarantine recommendations

In general, asymptomatic HCW who have recovered from SARS-CoV-2 infection in the **prior 30 days** do not require work restriction or testing following a higher risk exposure.

Higher Risk Occupational Exposures

VACCINATION STATUS: Up to Date AND Not Up to Date

- **Work + Surveillance:** HCW will continue to work with required testing, should take meal breaks alone, and wear the highest level mask available through Day 10 after the date of last contact. Masks include ATSM level 3 medical and surgical face mask or KN95 mask. See attachment 'Level Up Your Mask' for mask that fits best.
- Testing is **required** for COVID-19 and should occur on Days 1, 2, and 3 (a **PCR is preferred**, but antigen testing is acceptable) AND one test between Days 5-7 (**PCR only**)
 - If HCW refuses to test, will be excluded from work for 10 days with use of personal time.
 - **Exception for testing:** If the HCW has recovered from SARS-CoV-2 infection in the **prior 30 days**, no testing is required.
- Self-monitor for signs and symptoms of COVID-19 for 14 days after the date of last contact. If symptoms develop, stay home and complete the [online survey](#) and self-schedule an appointment through [SOLV](#).

Lower Risk Occupational Exposure

- No work restrictions.
- Testing is not required unless symptoms develop.
- Self-monitor for signs and symptoms of COVID-19 for 14 days after the date of last contact. If symptoms develop, stay home and complete the online survey and self-schedule an appointment through SOLV.

If any test is positive, the HCW will be excluded from work and follow the COVID-19 [Stay Home – Return to Work Guidelines](#)

COMMUNITY EXPOSURE to COVID-19

Workforce Members with community exposure to COVID-19 need to identify themselves using either the [online survey](#) or by directly communicating with Occupational Health at 206-667-4866 (EHS Department) or email to ohn@fredhutch.org.

A **higher risk community exposure** is defined as being unmasked, within 6 feet of an individual with confirmed COVID-19, including during the 48 hours prior to symptom onset, for a cumulative period of 15-minutes or more during a 24-hour period. **All household exposures are considered higher risk exposures.** Any exposure that does not meet these criteria is considered a **lower risk community exposure**.

Higher Risk Community Exposures

VACCINATION STATUS: Up to Date AND Not Up to Date

- **Work + Surveillance:** Workforce Member will continue to work with required testing, should take meal breaks alone, and wear the highest level mask available through Day 10 after the date of last contact. Masks include ATSM level 3 medical and surgical face mask or KN95 mask. See attachment 'Level Up Your Mask' for mask that fits best.
- Testing is **required** for COVID-19 and should occur on Days 1, 2, and 3 (a **PCR is preferred**, but antigen testing is acceptable) AND one test between Days 5-7 (**PCR only**)
 - If Workforce Member refuses to test, will be excluded from work for 10 days with use of personal time.
 - **Exception for testing:** If the Workforce Member has recovered from SARS-CoV-2 infection in the **prior 30 days**, no testing is required.

- Self-monitor for signs and symptoms of COVID-19 for 14 days after the date of last contact. If symptoms develop, stay home and complete the [online survey](#) and self-schedule an appointment through [SOLV](#).

Lower Risk Community Exposure

- No work restrictions.
- Testing is not required unless symptoms develop.
- Self-monitor for signs and symptoms of COVID-19 for 14 days after the date of last contact. If symptoms develop, stay home and complete the [online](#) survey and self-schedule an appointment through [SOLV](#).

If any test is positive, the Workforce Member will be excluded from work and follow the COVID-19 [Stay Home – Return to Work Guidelines](#)

Contingency: Summary Table for Occupational and Community Exposures

Workforce Member must be asymptomatic to be able to work post exposure. If any symptoms develop, even if minor, Workforce Member must stay home and get tested.

CONTINGENCY	VACCINATION STATUS:	
	Up to Date	AND Not Up to Date
Risk Level	Work Restrictions	COVID Testing
Higher Risk	<ul style="list-style-type: none"> • No work restriction • Take meal breaks alone • Wear the highest level mask available through Day 10. Masks include ATSM level 3 medical and surgical face mask or KN95 mask. See attachment 'Level Up Your Mask' for mask that fits best. • Self monitor for symptoms through Day 14 	<ul style="list-style-type: none"> • Days 1, 2 and 3 (a PCR test is preferred, but antigen testing is acceptable) AND • One test between Days 5-7 post-exposure (PCR only)
Lower Risk	<ul style="list-style-type: none"> • No work restriction • Self monitor for symptoms through day 14 	<ul style="list-style-type: none"> • Testing not required unless symptoms develop

For calculating day of test consider day of last exposure as Day 0

If the exposure is a household contact, Day 0 starts from symptom onset date of first positive household member. If subsequent household members turn positive, Day 0 does not change; extend post exposure surveillance testing every 3 days until 10 days after the last positive household members' date of symptom onset.

Modifications to work restrictions and/or testing guidance may be made at the discretion of Occupational Health and Infection Prevention based on the specific circumstances of the exposure event and the most current CDC guidance.

Household Member FAQs - Symptomatic or Exposed

What if I live with someone that has COVID-19 like symptoms or has had an exposure to someone with COVID-19?

Household Member is/has:	Workforce Member Work Restriction
Symptomatic with no known COVID-19 Exposure	No work restrictions. Household member should get tested, but asymptomatic Workforce Member* does not have to stay home while test results are pending.
COVID-19 Exposure and Asymptomatic	No work restrictions. Household member should get tested at least 48 hours after exposure, but asymptomatic Workforce Member* does not have to stay home while test results are pending.
COVID-19 Exposure and Symptomatic	No work restrictions. Household member should get tested. Until the household member's test result is received , the Workforce Member should test on Day 1, 2 and 3 (a PCR test is preferred , but antigen testing is acceptable), take meal breaks alone, and wear the highest level mask available. Masks include ATSM level 3 medical and surgical face mask or KN95 mask. See attachment 'Level Up Your Mask' for mask that fits best. If household members test is negative, asymptomatic Workforce Member may discontinue testing. If household members test is positive, see Community Exposure to COVID-19 section above.

- Any symptomatic Workforce Member should stay home, complete the [online](#) survey and self-schedule an appointment through [SOLV](#).

Post-Exposure FAQs

What if I develop symptoms?

If you develop fever (measured temperature > 100.4) and/or any respiratory symptoms, you should stay home and notify your supervisor. You should complete the [online](#) survey and self-schedule an appointment through [SOLV](#).

What should I do to protect my family and other people in the community?

Monitor for new or worsening symptoms

You should monitor for headaches, congestion or runny nose, sore throat, loss of taste or smell, cough, shortness of breath or difficulty breathing, fatigue, fever or chills, muscle or body aches, nausea or vomiting, and/or diarrhea during the 14 days after the last day you were in close contact with the sick person with COVID-19. If you have symptoms, stay home from work. You should complete the [online](#) REDCap survey and self-schedule an appointment through [SOLV](#).

If you have a medical emergency and need to call 911, notify the dispatch personnel that you have symptoms consistent with COVID-19. If possible, put on a facemask before emergency medical services arrive.

Avoid sharing personal household items

You should not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people or pets in your home. After using these items, they should be washed thoroughly with soap and water.

Clean your hands often

Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of

your hands and rubbing them together until they feel dry. Soap and water is preferred if hands are visibly dirty. Avoid touching your eyes, nose, and mouth with unwashed hands.

Clean all "high-touch" surfaces every day

High touch surfaces include counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables. Also, clean any surfaces that may have blood, stool, or body fluids on them. Use a household cleaning spray or wipe, according to the label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.

If you become symptomatic: Separate yourself from other people and animals in your home

As much as possible, you should stay in a specific room and away from other people in your home. You should use a separate bathroom, if available, and avoid high-traffic areas in the household (e.g. kitchen). Limit exposures in cars or other confined spaces, if possible.

Wear a mask

You should wear the highest level mask available when you are around other people (e.g., sharing a room or vehicle) and before you enter a healthcare provider's office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then people who live with you should not be in the same room with you, or they should wear the highest level mask available if they enter your room.

If a Workforce Member is exposed by a colleague, will they be given the colleague's name?

To protect the privacy of our Workforce Members, names of individuals who test positive will only be disclosed to those who may have interacted with that individual if verbal or written permission is given by the positive Workforce Member. Otherwise, only the Supervisor/Manager, Division Leader, Clinical Facility Department Director, and Fred Hutchinson Cancer Center Incident Command Leaders will have the information.

REQUIREMENTS:

N/A

REFERENCES:

- CDC Interim U.S. Guidance for Risk Assessment and Public Health Management of Healthcare Personnel with Potential Exposure in a Healthcare Setting to Patients with Coronavirus Disease 2019 (COVID-19), <https://www.cdc.gov/coronavirus/2019-ncov/HCP/guidance-risk-assesment-HCP.html>, Last updated 01/21/2022
- CDC Criteria for Return to Work for Healthcare Personnel with Suspected or Confirmed COVID-19 (Interim Guidance), https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assesment-hcp.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fhcp%2Freturn-to-work.html, Last updated 12/23/21
- CDC Strategies to Mitigate Healthcare Personnel Staffing Shortages, <https://www.cdc.gov/coronavirus/2019-ncov/hcp/mitigating-staff-shortages.html>, Last updated 12/23/21
- CDC Stay Up To Date with your COVID-19 Vaccinations, https://www.cdc.gov/coronavirus/2019-ncov/vaccines/stay-up-to-date.html?s_cid=11747:cdc%20up%20to%20date%20vaccination:sem.ga:p:RG:GM:gen:PTN:FY22, Last Updated 05/20/22
- CDC Overview of Testing for SARS-CoV-2, the virus that causes COVID-19, <https://www.cdc.gov/coronavirus/2019-ncov/hcp/testing-overview.html>, Last updated 02/11/22

Attachments

[Level Up Your Mask.pdf](#)

Approval Signatures

Step Description	Approver	Date
	Natalie Simpson: Policy & Practices Mgr	6/22/2022
	Terry McDonnell: Chief Nursing Officer	6/21/2022
	Judith Davies: NE Occupational Health Manager	6/21/2022

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