



## COVID-19 REPORTING AND RETURN-TO-WORK GUIDELINES

Updated January 10, 2022

**BOSTON PUBLIC SCHOOLS EMPLOYEES:** Please review BPS protocol [here](#).

CATEGORY	QUESTIONS	ALL EMPLOYEES = WHETHER OR NOT YOU ARE FULLY VACCINATED	
I am experiencing symptoms that are like those of COVID-19 but I have not had any known close contact with someone who is positive for COVID-19.	What symptoms “count”?	Symptoms of COVID-19 include fever (100.4° F or greater), cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea	
	What am I required to do if I have symptoms but no close contact?	<ul style="list-style-type: none"> <li>• Report the exposure to your manager or HR Director/Personnel Officer who must submit a case report to City’s public health nurses.</li> <li>• Go/stay home</li> <li>• Get tested no less than 5 days after your symptoms began</li> </ul>	
	If my test is negative, when can I come back?	<ul style="list-style-type: none"> <li>• Have a negative test taken no less than 5 days after your symptoms began</li> <li>• Remain symptom-free for 24 hours without medication</li> <li>• All employees must fill out the <a href="#">Employee Certification of Return to Work Following COVID-19 Testing or Symptoms</a> and submit it to their HR Director and Personnel Officer prior to returning to work.</li> </ul>	
	If my test is positive, when can I come back?	I AM FULLY VACCINATED	I AM NOT FULLY VACCINATED
		Self-isolation for COVID-19 is a minimum of <b>5 days</b> after the first positive test. You may return to work once you have: <ul style="list-style-type: none"> <li>• Isolated outside of work for 5 days; and</li> <li>• Been without fever for 24 hours (without taking fever-reducing medication);</li> <li>• Experienced improvement in other symptoms, and</li> </ul>	Self-isolation for COVID-19 is a minimum of <b>7 days</b> after the first positive test. You may return to work once you have: <ul style="list-style-type: none"> <li>• Isolated outside of work for 7 days; and</li> <li>• Been without fever for 24 hours (without taking fever-reducing medication); and</li> <li>• Experienced improvement in other symptoms; and</li> </ul>



		<ul style="list-style-type: none"> <li>Produced a negative rapid antigen test on or after 5 days of isolation</li> <li>All employees must fill out the <a href="#">Employee Certification of Return to Work Following COVID-19 Testing or Symptoms</a> and submit it to their HR Director and Personnel Officer prior to returning to work.</li> </ul>	<ul style="list-style-type: none"> <li>Produced a negative rapid antigen test on or after 5 days of isolation</li> <li>All employees must fill out the <a href="#">Employee Certification of Return to Work Following COVID-19 Testing or Symptoms</a> and submit it to their HR Director and Personnel Officer prior to returning to work.</li> </ul>		
<p>I think I was in “close contact” with someone who is positive for COVID-19</p>	<p>What “counts” as a “close contact”?</p>	<p><b>You are only a “close contact” if you are/were:</b></p> <ul style="list-style-type: none"> <li>not vaccinated <b>and</b> were-</li> <li>within 6 feet of the positive person</li> <li>for 10-15 minutes over the course of 24 hours</li> <li>within 2 days of the <b>other person’s</b> positive test or development of symptoms (whichever came first)</li> <li>regardless of whether you/they were wearing a mask</li> </ul> <p><b>You are NOT a close contact</b> if you walked by the positive person in the hallway (not 10-15 minutes of contact) or were across a room from them for an hour (not within 6 feet).</p>			
	<p>What if I’m not sure?</p>	<p>Consult with your manager/HR Director/Personnel Officer.</p>			
	<p>What am I required to do?</p>	<p>If you were a close contact, report the exposure to your manager/HR Director/Personnel Officer who must submit a case report to the City’s public health nurses. See instructions for definitely close contact below.</p>			
<p>I was definitely in “close contact” with someone who is positive with COVID-19</p>	<p>What am I required to do?</p>	<p>Report the exposure to your manager/HR Director/Personnel Officer who must submit a case report.</p> <table border="1" data-bbox="632 1317 2003 1398"> <tr> <td data-bbox="632 1317 1318 1398" style="text-align: center;"><b>I AM FULLY VACCINATED</b></td> <td data-bbox="1318 1317 2003 1398" style="text-align: center;"><b>I AM NOT FULLY VACCINATED</b></td> </tr> </table>		<b>I AM FULLY VACCINATED</b>	<b>I AM NOT FULLY VACCINATED</b>
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		<p><b>If you have no symptoms:</b></p> <ul style="list-style-type: none"> <li>You do not need to quarantine and can return to work.</li> <li>You should get a laboratory test taken at least 5 days after the exposure</li> <li>You should self monitor for 10 days to make sure no symptoms develop.</li> </ul> <p><b>If you develop symptoms:</b></p> <ul style="list-style-type: none"> <li>You should get tested.</li> <li>If you test negative, you may return to work when you have been symptom-free for 24 hours without medication.</li> <li>If you test positive, you must isolate for 5 days, been without a fever for 24 hours (without taking fever-reducing medicine), experienced improvement in other symptoms, and produce a negative test before returning to work.</li> <li>All employees must fill out the <a href="#">Employee Certification of Return to Work Following COVID-19 Testing or Symptoms</a> and submit it to their HR Director and Personnel Officer prior to returning to work.</li> </ul>	<p><b>If you have no symptoms:</b></p> <ul style="list-style-type: none"> <li>Quarantine for at least 7 days from the date of exposure if the close contact was not a household member, but if the close contact was a household member you should quarantine for at least 7 days from the date the positive household member meets the public health criteria for ending isolation</li> <li>Get a negative laboratory test taken no less than 5 days after the exposure</li> <li>Return to work, but continue to self monitor for 14 days to make sure no symptoms develop.</li> </ul> <p><b>If you develop symptoms:</b></p> <ul style="list-style-type: none"> <li>You should isolate and get tested.</li> <li>Even if you test negative, you must quarantine outside of work for 7 days.</li> <li>If you test positive, you must isolate for 7 days, been without a fever for 24 hours (without taking fever-reducing medicine), experienced improvement in other symptoms, and produce a negative test before returning to work.</li> <li>All employees must fill out the <a href="#">Employee Certification of Return to Work Following COVID-19 Testing or Symptoms</a> and submit it to their HR Director and Personnel Officer prior to returning to work.</li> </ul>
<p>I have a positive COVID-19 test.</p>	<p><b>I AM FULLY VACCINATED</b></p>	<p><b>I AM NOT FULLY VACCINATED</b></p>	

When can I return to the workplace?



City of Boston  
Mayor Michelle Wu

- If you test positive, you must isolate for 5 days, been without a fever for 24 hours (without taking fever-reducing medicine), experienced improvement in other symptoms, and produce a negative test before returning to work.
- All employees must fill out the [Employee Certification of Return to Work Following COVID-19 Testing or Symptoms](#) and submit it to their HR Director and Personnel Officer prior to returning to work.

- If you test positive, you must isolate for 7 days, been without a fever for 24 hours (without taking fever-reducing medicine), experienced improvement in other symptoms, and produce a negative test before returning to work.
- All employees must fill out the [Employee Certification of Return to Work Following COVID-19 Testing or Symptoms](#) and submit it to their HR Director and Personnel Officer prior to returning to work.