

As you are aware, on December 27, 2021, CDC updated its guidance for isolation periods for COVID-19 positive individuals. The updated guidance allows the 10-day isolation period to be shortened to 5 days, but only if the individual is asymptomatic, is fever-free for 24 hours before being around others, and wears a well-fitted mask around others for the remaining 6-10 days.

Positive COVID-19 Test: Due to the increasing rates of COVID-19 in our region, and because the city is prohibited from requiring its employees to wear masks at work, city management is requiring a full 10-day isolation period for employees who test positive for COVID-19.

- The following exception is now allowed for employees who:
  - cannot work remotely, and
  - voluntarily agree to wear a well-fitted mask during the remaining 6-10 days.
  - These employees may return to work,
    - if they are asymptomatic, and
    - have provided verification of their vaccine status in Apricity@Work.
  - This modification of the 10-day isolation period is for those who voluntarily agree to wear a mask.
- Supervisors and managers should not coerce employees into agreeing to wear a mask, or discipline employees who choose to remain in isolation for the full 10 days.
- Employees who do not voluntarily agree to wear a well-fitted mask during the remaining 6-10 day period may not return to work until a 10-day isolation period has passed.
- Employees with unknown vaccination status and/or exhibiting symptoms in the workplace may be asked to provide a negative COVID test and remain off-site.
- Civilian employees who have uploaded their vaccine status into Apricity@work and test positive may also be eligible for 80 Hours of Q-Leave.
- Civilian employees with unknown vaccination status are not eligible for Q-Leave and will need to utilize their personal leave balances in the event they test positive for COVID-19.
- For details, please access the HR microsite at <http://bit.ly/covidcodemployees>

Close Contact: Your vaccination/COVID-19 status determines the next steps.

1. Employees who are “up to date”, (Up to date means a person has received all recommended COVID-19 vaccines, including any booster dose(s) when eligible.), not need to quarantine, unless new symptoms develop. [See additional recommendations here.](#)
2. Employees who tested positive for COVID-19 and recovered do not have to quarantine as a result of a close contact for 90 days, unless new symptoms develop.
3. Employees who are NOT “up to date” or recently recovered from COVID-19, should follow the recommendations for a positive COVID-19 test (above).

Contact CareATC at 800.993.8244 or [dallascityhall@careatc.com](mailto:dallascityhall@careatc.com) or your healthcare provider for assistance if needed.

Please remember, an employee’s vaccine and COVID infection status (positive or negative) is private health information and should not be discussed with others in the workplace. For any questions surrounding City of Dallas Employee COVID-19 protocols, please email [CoEmployeeSupport@dallascityhall.com](mailto:CoEmployeeSupport@dallascityhall.com) and/or [COVID19@dallascityhall.com](mailto:COVID19@dallascityhall.com). If you have medical questions regarding these COVID protocols, you may contact CareATC at 800-993-8244 or [dallascityhall@careatc.com](mailto:dallascityhall@careatc.com) to schedule an appointment. Please be advised, CareATC is prioritizing appointments for employees who are working on-site and exhibiting symptoms. However, departments that believe they have experienced a potential group exposure may contact their HR Partner for assistance.

#### Increased Access to COVID “Over-the-Counter” Tests

As recently released by the United States Postal Services (USPS), every home in the U.S. is eligible to order free at-home COVID-19 tests. You may go to [www.covidtests.gov](https://www.covidtests.gov) to place your order. The tests are completely free and USPS will usually ship in 7-12 days.

City of Dallas employees enrolled in our health plan may also obtain up to eight (8) “over-the-counter” COVID-19 tests at an “in-network” pharmacy at no expense to the employee. If the covered employee purchases the COVID-19 tests at

**“non-network or out-of-network”** pharmacy, they may be eligible for reimbursement through the health plan for up to \$12 per test. This coverage will remain in place through the end of the federal public health emergency.

Access to Provider-Administered Covid Tests

City of Dallas employees who are exhibiting symptoms, working on site and need a COVID test may also contact **CareATC** at **800.993.8244**, [dallascityhall@careatc.com](mailto:dallascityhall@careatc.com) or see [other testing resources](#) for free testing locations in our area.