

RULE OF 5 STEPS TO STOP CORONAVIRUS SPREAD

UNIVERSITY EMPLOYEES

**1. ARE YOU FEELING BAD? HAVE YOU BEEN CONFIRMED COVID-19 POSITIVE?
HAS SOMEONE AROUND YOU TESTED POSITIVE FOR COVID-19?
DOES SOMEONE AROUND YOU HAVE SYMPTOMS CHARACTERISTIC FOR CORONAVIRUS?**

YES

You can come to the University!
Remember to monitor your health status and follow the sanitary regime.

NO

2. WHERE ARE YOU?

AT WORK

A. Inform the supervisor about your situation (by phone or e-mail) and follow the procedure below.

AT HOME

B. Inform the supervisor about your situation, stay home and follow the below procedure (starting from point D).

3. PROCEDURE

A. Stop working, inform the supervisor about your status, give your supervisor a list of people you had contact with during the last 10 days, also inform the health and safety at work inspector by e-mail to covid@us.edu.pl

B. Go to the isolation room and, if possible, consult the doctor by phone from the isolation room

C. Go home for self-isolation (do not use public transport)

D. Watch your symptoms, follow the recommendations of the doctor and/or local sanitary-epidemiological station

E. If possible, set the rules of remote work in consultation with your supervisor

F. When you receive the results of coronavirus test, inform your supervisor about it

4. FURTHER ACTIONS

POSITIVE RESULT

A. Contact the relevant sanitary service and determine the further procedure.

Inform your supervisor about your health condition. Decide about the possibility of remote work.

NEGATIVE RESULT

B. Inform your supervisor about your health condition.

Determine with your supervisor the possibility of remote work or return to on-site work.

NO TEST

(I wasn't sent to the tests and didn't decide to arrange the test privately)

C. Wait for the end of the quarantine period required by the sanitary service.

Determine with your supervisor the possibility of remote work or return to on-site work.

5. AFTER THE END OF THE IMPOSED ISOLATION PERIOD, DISAPPEARANCE OF SYMPTOMS, OR NEGATIVE RESULT OF ANOTHER TEST FOR CORONAVIRUS PRESENCE, PLEASE CONTACT YOUR SUPERVISOR TO DETERMINE THE TERMS OF YOUR RETURN TO ON-SITE WORK