

Updated COVID Testing, Exposure, and Masking Guidelines

Updated May 2023

As of May 2023, mask wearing (*when not exposed or positive for COVID*) is OPTIONAL across all KenCrest programs. We ask that all team members be considerate of anyone who either chooses to continue to wear a mask or may ask those around them to wear one.

If You Have Tested Positive for COVID

Please alert your supervisor and Human Resources as soon as possible with an image of your positive test and provide a list of any of your close KenCrest employee contacts.

As per KenCrest guidelines, a close contact is defined as being face to face greater than 15 minutes within a 5 day period regardless of your vaccination status. Please notify Cristina Ozturk, Senior Director of Human Resources (Cristina.Ozturk@kencrest.org) or your HR Generalist of any close KenCrest employee contacts in the five (5) days prior to the positive test.

Please notify Cristina Ozturk or your HR generalist of the following:

- Last Office/ Site Day Worked:
- Location Worked:
- Close Contacts:
- Reason for Testing:

Vaccinated or Unvaccinated with Positive Test:

Quarantine for FIVE (5) days since positive with THREE (3) days symptom-free, no fever, no medications. The earliest you can return to in-person work is on the 6th day.

Masking:

All staff at any location must continue to mask upon returning to work after a COVID-19 infection must wear a mask for **10 days** from the date of onset of their illness or the positive test whichever came first.

Subtract the amount of days you quarantined from the 10 day masking requirement. (Examples: *If you quarantined five (5) days, subtract five days from your 10 and you would mask for five (5) days. Or if you quarantined for seven (7) days, subtract seven days from 10, and you would mask for three (3) days.*)

ICF employees only:

You are required to test weekly until every person in that home is negative for two weeks straight.

If positive notify your Manager and HR representative to be given the COVID positive protocol, do not report into work.

These guidelines can be adjusted based on current community levels and funding guidelines.