ETS Guidance for Employees – Notification to Employer and Paid Medical Removal for COVID-19

This flow chart explains when you need to notify your employer about COVID-19-related issues, when your employer must notify you about COVID-19 exposures in the workplace, and when your employer must remove you from the workplace.

**SCENARIO 1: YOU ARE COVID-19 POSITIVE**
You tested positive for COVID-19 or were diagnosed with COVID-19 by a licensed healthcare provider.

- Notify your employer immediately.
- Your employer must remove you from the workplace until you meet return to work criteria.

**SCENARIO 2: YOU ARE SUSPECTED TO HAVE COVID-19 OR EXPERIENCING CERTAIN SYMPTOMS**
A licensed healthcare provider has told you they suspect you have COVID-19 or
You have the following symptoms:
1. A recent loss of taste and/or smell with no other explanation
2. Both a fever (≥100.4°F) and new unexplained cough associated with shortness of breath

- Notify your employer immediately.
- Your employer must remove you from the workplace and has two options:
  - Option 1: Keep you removed until you meet return to work criteria
  - Option 2: Keep you removed and provide a COVID-19 PCR test at no cost to you

**SCENARIO 3: YOU HAVE BEEN IN CLOSE CONTACT WITH A COVID-19 POSITIVE PERSON IN THE WORKPLACE**
Your employer notifies you that you have been in close contact with a person at your workplace who is COVID-19 positive at a time when you were not wearing a respirator or other PPE.

- Your employer must remove you from the workplace and has two options:
  - Option 1: Keep you removed for 14 days
  - Option 2: Keep you removed and provide a COVID-19 test at no cost to you at least 5 days after the exposure

Examples of return to work criteria:
- At least 10 days since symptoms first appeared
- At least 24 hours with no fever without fever-reducing medication
- Other symptoms of COVID-19 are improving (except for loss of taste or smell).

If you have severe COVID-19 or an immune disease:
- Follow guidance of a licensed healthcare provider

1. OSHA is requiring medical removal protection benefits to be paid only by employers that have more than 10 employees.
2. Your employer may choose to remove or test you for other COVID-19-related reasons not required by the ETS (e.g., additional symptoms from the CDC list or exposure to someone who is COVID-19 positive outside the workplace).
3. Your employer is not required to notify you following exposure to a patient with confirmed COVID-19 if you work in a place where services are normally provided to suspected or confirmed COVID-19 patients (e.g., emergency rooms, urgent care facilities).