If you **have symptoms of COVID-19**

1. **IF YOU ARE AT A VANDERBILT HEALTH FACILITY,** stop work and remove yourself from the workplace.
2. **NOTIFY YOUR SUPERVISOR.**
3. **GET TESTED FOR COVID-19** (see page 3 for locations).

   - **NEGATIVE COVID-19 TEST RESULT**
     - If you have a fever, stay at home until you have no fever for 24 hours without fever-reducing medicine.
     - If you have respiratory symptoms, you can return to work as long as symptoms are improving. **You MUST wear a surgical/procedure (not cloth) mask until symptoms resolve.**

   - **POSITIVE COVID-19 ANTIGEN OR PCR TEST RESULT:**
     - Please report your positive test result to Occ Health via this [REDCap survey](https://tinyurl.com/VUMC-Positive).
     - Notify your supervisor that you have been instructed to stay at home.
     - **You MUST isolate at home** and follow the “Return to work after your positive test result” guidelines on page 3.
If you were **exposed at work or in the community** (regardless of vaccination status)

1. If exposed at work, submit a **FIRST REPORT OF INJURY** through [VERITAS](veritas.app.vumc.org) and complete any surveys sent to you by Occ Health.

2. **CONTINUE TO WORK**
   - You can continue to work, but must self-monitor for symptoms for 10 days.
   - CDC recommends testing on days 1, 3, and 5 after exposure using a **home antigen test***.
   - While at work, you must wear a surgical/procedure mask at all times (including in non-clinical areas) for 10 days after exposure.
   - You should not remove your mask in common areas to eat or drink.
   - If you develop COVID-19 symptoms, refer to the section “If you **have symptoms of COVID-19**” on page 1 for steps to follow.

---

If you were **exposed at home** (regardless of vaccination status)

1. **COMPLETE OCC HEALTH’S** self-reporting **Enrollment Form** ([tinyurl.com/VUMC-Report-Exposure](tinyurl.com/VUMC-Report-Exposure))

2. **CONTINUE TO WORK**
   - While at work, you must wear a surgical/procedure mask at all times (including in non-clinical areas) for 10 days after exposure.
   - You should not remove your mask in common areas to eat or drink.
   - CDC recommends testing on days 1, 3, and 5 after exposure using a **home antigen test***.
   - If you develop COVID-19 symptoms, refer to the section “If you **have symptoms of COVID-19**” on page 1 for steps to follow.
   - **If unvaccinated:** You cannot work with severely immunocompromised patients (such as those on hem-onc and transplant units) for 10 days from last exposure if a household exposure.
Return to work after your positive test result

Most individuals can return to work after 5 to 10 days from symptom onset, as long as symptoms are improving. Occ Health will send you a REDCap Survey (tinyurl.com/Day5-RTW) by day 5 to guide your return to work. Upon return, you cannot work with severely immunocompromised patients (e.g., hem-onc and transplant) until after day 10.

NEGATIVE FOLLOW-UP TEST RESULT

Regardless of vaccination status, if your follow-up test* is negative and you are:

- not immunosuppressed, your follow-up test must be collected on day 4 or later. You cannot return to work until after day 5** at the earliest.
- immunosuppressed, your follow-up test must be collected on day 9 or later. You cannot return to work until after day 10** at the earliest.

POSITIVE FOLLOW-UP TEST RESULT

If your follow-up test* is positive, you cannot return to work and you can test daily until the test is negative or you meet the criteria at the right.

* Please note: COVID-19 PCR tests are billed to insurance. As of the end of the Public Health Emergency on May 11, 2023, these tests may be subject to out-of-pocket costs, such as application to your deductible or coinsurance.

** After symptom onset (non-immunosuppressed example: symptom onset is Jan. 1=day zero; Jan. 5=earliest test day; Jan. 6=day five; may return Jan. 7.)

If you do not get a follow-up test:

- If you are vaccinated and not immunosuppressed, you cannot return to work until after day 7** at the earliest.
- If you are unvaccinated and not immunosuppressed, you cannot return to work until after day 10** at the earliest.
- Regardless vaccination status, if you are immunosuppressed, you cannot return to work until after day 20** at the earliest.

If you work remotely (at a location that is not a Vanderbilt Health facility)

- If you develop COVID-19 symptoms, refer to the section “If you have symptoms of COVID-19” on page 1 for steps to follow.
- Testing is not needed to return to remote work and you may resume work when you are feeling able. If returning to work at a Vanderbilt Health facility, refer to the section “Return to work after your positive test result,” above.

Vanderbilt Health testing and Occupational Health offices

21ST AVENUE CAMPUS

- Occ Health Express Care (Monday–Friday 7:30 a.m.–4 p.m.; Medical Arts Building, Suite 112)

REGIONAL HOSPITAL HEALTH OFFICES

- Vanderbilt Wilson County Hospital employees: Contact the Employee Health office in the Quality Building or call 615.443.2581.
- Vanderbilt Bedford County Hospital employees: Contact the Employee Health office in the Quality Department or call 931.685.8404.
- Vanderbilt Tullahoma-Harton Hospital employees: Contact the Employee Health office or call 931.393.7944.