

BPL Sick Policy Addendum – Approved 07-21-2020

Sick Policy under COVID-19 Pandemic

The following statements apply to all Barrington Public Library employees with full or part-time status. Per the EEOC (U.S. Equal Employment Opportunity Commission) and other pertinent guidelines, the Barrington Public Library will maintain the confidentiality of employee health information.

BPL employees must complete Primex's health screening questionnaire before starting their scheduled shift.

(https://www.nhmunicipal.org/sites/default/files/uploads/documents/partners/health_screening_questionnaire_fillable.pdf).

- If an employee answers YES to any of the statements, the Director/Assistant Director must be notified immediately. BPL employees who appear to have symptoms (e.g., fever, respiratory symptoms, flu-like symptoms, or changes in taste and smell) are required to stay at home. Employees are encouraged to seek medical attention. Employees will be allowed to work from home (if able) and self-quarantine for 14 days.
- Any BPL employee who becomes ill or starts to feel ill at work must immediately notify the BPL Director/Assistant Director and immediately leave the workplace. The employee's work station should be disinfected. Employee should seek medical attention. Employees will not be allowed to return until the following have been met: 1. A doctor's note releasing them to work, 2. Proof of negative COVID-19 testing result.
- Absences from work due to COVID-19 related illness will be considered excused absences, and will not count against an employee's attendance. Employee attendance will be handled following guidelines set in the Families First Coronavirus Response Act. Employees will be allowed to use their earned time to cover any absences from work.
<https://www.dol.gov/agencies/whd/pandemic/ffcra-employee-paid-leave>.
- BPL employees who are sick with COVID-19 related symptoms may be eligible/covered under The Families First Coronavirus Response Act (FFCRA). This law allows for paid sick leave or expanded family and medical leave for specified reasons, such as self-quarantining or seeking medical diagnosis for COVID-19 symptoms.

Additional Resources:

CDC Guidelines (<https://www.cdc.gov/coronavirus/2019-ncov/index.html>)

NH Universal Guidelines (<https://www.covidguidance.nh.gov/sites/g/files/ehbemt381/files/files/inline-documents/guidance-universal.pdf>)

Primex Joint Guidance on Employee Travel and Return to Work Issues for Local Government Employees (https://www.nhmunicipal.org/sites/default/files/uploads/documents/partners/nhma_primex_travel_screening_guidance_final.pdf)