



**TOWN OF EDGARTOWN
OFFICE OF SELECTBOARD**
70 MAIN ST
P.O. BOX 5158
EDGARTOWN, MASSACHUSETTS 02539
MEMORANDUM

TELEPHONE
(508) 627-6180
FAX
(508) 627-6183

<https://edgartown-ma.us/>

January 11, 2022

Isolation and Quarantine Guidance for Town of Edgartown Employees

Isolation is for individuals who have either tested positive for COVID-19 or who are exhibiting symptoms of COVID-19 (including fever, chills, muscle pain, headache, sore throat, or new loss of taste or smell) and have been told by a clinician that they have, or probably have, COVID-19, even in the absence of a test. Town Employee (TE) should isolate when they have tested positive for COVID-19 **OR** have symptoms of COVID-19 and are awaiting viral test results.

- **TE who had COVID-19 symptoms and is isolating** may return to work:
 - after 5 days have passed since symptom onset additionally confirmed by a rapid antigen test furnished by the Town ; AND symptoms have substantially improved, including being fever-free, for 24 hours;
 - the day of symptom onset is counted as **day “0”**
- **TE who has been asymptomatic and is isolating** may return to work after 5 days once:
 - the TE received a negative viral test (antigen) on Day 5 or later from the date of the specimen collected for testing.

Quarantine is for individuals who have been exposed to someone who is COVID-19 positive, but are not exhibiting any symptoms and have not tested positive. **NOTE: Individuals who have received either two doses of the Moderna or Pfizer COVID-19 vaccines or a single dose of the Janssen COVID-19 vaccine at least 14 days ago but not more than six months ago or have received a booster dose, are not required to quarantine following an exposure, defined as being within 6 feet for a cumulative 15 minutes or more over 24 hour with a confirmed COVID-19 positive individual.**

Exposed asymptomatic TE who has a community or work exposure should have a negative viral test prior to returning to work. Test on Day 5 and 6 with a rapid test provided by the Town.

For unvaccinated close contacts see below from CDC.

If you:

Completed the primary series of Pfizer or Moderna vaccine over 6 months ago and are not boosted

OR

Completed the primary series of J&J over 2 months ago and are not boosted

OR

Are unvaccinated

- Stay home for 5 days. After that continue to wear a mask around others for 5 additional days.
- If you can't quarantine you must wear a mask for 10 days.
- Test on day 5 and 6 with rapid antigen test provided by the Town.



**TOWN OF EDGARTOWN
OFFICE OF SELECTBOARD**
70 MAIN ST
P.O. BOX 5158
EDGARTOWN, MASSACHUSETTS 02539
MEMORANDUM

TELEPHONE
(508) 627-6180
FAX
(508) 627-6183

<https://edgartown-ma.us/>

COVID-19 Emergency Paid Sick Leave

COVID-19 Emergency Paid Sick Leave requires employers to provide up to one week of paid sick leave to employees who need leave for a covered COVID-19 related reason.

Effective May 28, 2021 through April 1, 2022 -

Employees may take leave for the following reasons:

- To take care of themselves or get medical treatment due to COVID-19 diagnosis or symptoms, or to get or recover from a COVID-19 vaccine.
- To isolate or quarantine as required by a health authority having jurisdiction, a local, state, or federal public official, the employee's employer or a health care provider.
- Employees can also take leave to care for a family member. Covered family members are an employee's spouse, domestic partner, child, parent, grandparent, grandchild, or sibling, a parent of the employee's spouse or domestic partner, or a person who stood in loco parentis to the employee when the employee was a minor child

The Town of Edgartown will not require employees to use other types of available paid time off before they use COVID-19 Emergency Paid Sick Leave. No member of the towns employ will interfere with an employee's ability to use Emergency Paid Sick Leave or be required to provide individual coverage while using COVID-19 Emergency Leave.

Available Emergency Paid Sick Leave will be restricted to the following: (Emergency Leave pay will be allowed at regular hourly rates)

- 40 hours of leave for employees who regularly work at least 40 hours weekly. These hours may be used incrementally as needed. An employee does not need to use the full 40 hours if in accordance with Town policy they are safely able return to work.
- Part-time employees or employees working fewer than 40 hours weekly will be granted leave based on the average number of hours worked. These hours may be used incrementally as needed. An employee does not need to use the full amount of hours granted if in accordance with Town policy they are safely able return to work.

If you have used the maximum leave time as outlined above, you will be required to use any accrued paid time off for future COVID-19 related incidents.

Family Medical Leave Act (FMLA) –

Any employee on leave, due to COVID-19, for more than 5 working days may be placed on FMLA. Department heads must notify Human Resources of these instances.

FMLA allows *eligible* employees to take up to 12 work weeks of unpaid leave during any 12-month period to care for a new child, care for a seriously ill family member, or recover from a serious illness.

Please contact the Human Resource Dept. if you have questions regarding FMLA or COVID-19 Emergency Paid Sick Leave