

Employee Considerations

Dear Colleagues,

All employees are requested to adhere to the following instructions for protecting our health and reducing transmission:

- Avoid office gatherings, break rooms and unnecessary visitors in the workplace
- Monitor for presence of COVID-19 symptoms:

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- ◆ Cough
- ◆ Shortness of breath or difficulty breathing
- ◆ Fever
- ◆ Chills
- ◆ Muscle pain
- ◆ Sore throat
- ◆ Sudden loss of taste or smell

This list is not all of the possible symptoms. Other less common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting, or diarrhea.

- Stay home if you feel any of the above symptoms
- If any symptom occurs or develops while you are in the office, call the AUD Health Center, notify your supervisor and inform HR if you are advised by the AUD Health Center to leave
- Wear masks or face coverings in all public spaces and spaces used by multiple people
- Know where to find local information on COVID-19 and local trends of COVID-19 cases
- Consult with the AUD Health Center for any medical question/concern