

Important - Notice of Workplace COVID-19 Outbreak

The outbreak period is from **11/03/2023 to 11/13/2023***

This notice informs you that a workplace outbreak has been identified in the location Highlander Union Building 2nd Floor. The exposure timeframe is from 10/31/2023 to 11/6/2023. As part of our efforts to manage the outbreak, we have implemented a protocol for all employees working on-site in the affected area to follow.

**The workplace will no longer be considered an outbreak location if one or fewer new COVID-19 cases are detected in the exposed group within a 7-day period, according to section 3205.1(a)(2).*

Please share this official notice with all workers in the Highlander Union Building 2nd Floor worksite.

Here are the steps that all on-site employees/workers during the exposure period must follow:

1. Regardless of vaccination status, **all workers in the exposed group must wear face coverings indoors or outdoors when less than six feet from another person unless a medical exception applies.** Free masks (N-95 and/or surgical) can be requested at <https://ehs.ucr.edu/coronavirus/facecoverings>.
 2. It is required that all workers test immediately and at least once a week until the worksite is no longer considered an outbreak location*. Free COVID-19 Antigen Kit tests are available on campus via the [online request form](#). Other local community testing options are available: <https://covidclinic.org/> or <https://myturn.ca.gov/testing.html>.
- All test results must be recorded by submitting a [COVID-19 survey](#). Employees must submit via the [COVID-19 screening](#); for students, please use the Student [Link Patient Portal](#). There is a selection in both systems for this situation: **“I’m reporting the results required COVID test due to a campus outbreak event” (See image below)**

Which of the following would you like to report?

I am COVID positive.

I have potential COVID symptoms.*

I was exposed to a COVID positive person (i.e. I was in close contact with a known positive person for more than 15 minutes in a 24 hour period).

I am reporting the result of a required COVID test due to a campus outbreak event.

- If tested within 3-5 days of close contact and results are negative, you may continue working after reporting it through the online survey.
- If tested within 3-5 days of close contact and the results are positive, you must stay home and report the positive test. Employees must submit via the [COVID-19 Survey](#); for students please use the Student [Link Patient Portal](#).
- Testing is not required for employees who were absent from the workplace during the relevant exposure time frame or who recently recovered from COVID-19 within the last 90 days and do not have symptoms.

If you choose not to test AND you were identified as a close contact:

- You must not return to work until the COVID-19 outbreak is resolved. * Check the EH&S COVID-19 dashboard daily for updates at <https://ehs.ucr.edu/coronavirus/dashboards>
- You must contact your department HR Partner and supervisor and copy COVID19@ucr.edu and let them know that you are choosing not to test and to further discuss your leave options to ensure that you are paid appropriately.
- You must also remain off-site for ten days after the close contact date.

If you have any questions about the testing requirement, please contact your department's [Human Resources Partner](#).

We would like to remind you that your health and safety are our top priority. We appreciate your cooperation in following these protocols to help manage the outbreak. EH&S has been notified and will assess protocols and building conditions.

If someone needs to be included in this notification, or if you have any questions, please email the COVID Management Resource Center at covid19@ucr.edu or call (844) 827-6827.

Thank you for your attention to this important matter.

UCR's COVID-19 Management Team