<div style="border:1px solid black; background-color:#e4ecd4; text-align:center;">

PRACTICES FOR OPERATING GRAND BLANC EYES DURING COVID-19

Employee Recommendations

</div>

Here are the recommendations that you should consider when you are operating during COVID-19 or deciding about how to re-open your business after stay-at-home or shelter-in-place restrictions are lifted. Each item will be discussed separately in this document with hyperlinks to referenced materials or further guidance.

- Distribute and collect Employee Return to Work Questionnaire and Acknowledgement
- Distribute high-risk questionnaire prior to their return to work
- Continue telework arrangements
- Require daily symptoms screening
- Consider daily temperature screening
- Train on:
  - ✓ hand hygiene
  - ✓ cough and sneeze hygiene
  - ✓ use of masks
  - ✓ cleaning and disinfecting high touch surfaces
  - ✓ social distancing protocols at work
- Prohibit:
  - ✓ handshakes or touching
  - ✓ in-person meeting unless approved by COVID-19 coordinator
  - ✓ travel unless approved by COVID-19 coordinator
- Maintain social distance during approved meeting

Idaho has provided us with re-opening guidance and during all stages of the process the following items are required protocol by employers:

- Maintain the six-foot physical distancing requirements for employees and patrons
- Provide adequate sanitation and personal hygiene for employees, vendors, and patrons
- Ensure frequent disinfection of the businesses as well as regular cleaning, especially of high-touch surfaces
- Identify how personal use items such as masks, face coverings, and gloves may be required by employees, vendors, and/or patrons
- Provide services while limiting close interactions with patrons
- Restrict non-essential business travel
- Identify strategies for addressing ill employees, which should include requiring COVID-19 positive employees to stay at home while infectious, and may include keeping employees who were directly exposed to the COVID-19 positive employee away from

the workplace, and the closure of the business until the location can be properly disinfected

- On a case-by-case basis, include other practices appropriate for specific types of businesses, such as screening of employees for illness and exposures upon work entry, requiring non-cash transactions, etc.

Distribute and Collect Employee Return to Work Questionnaire and Acknowledgement

In order to ensure a healthy workforce returns to your physical location, you may wish to distribute and collect the Employee Return to Work Questionnaire and Acknowledgement. The first part gathers questions about COVID-19 exposure, possible exposure, or positive tests. If the answer to any of the questions are yes, refer below to **Dealing with Employee Who are Sick**.

The second part of the form deals with informing employees of the infection protection guidelines that will be taken at work that all employees will be obligated to follow. It is important to let your employees know that when they return to work you will be taking all steps possible to keep them and others as safe as possible. It can help alleviate employees' concerns regarding returning to a physical work location by reassuring them that you are following all recommendations by health and safety officials.

If you have employees who refuse to fill out the questionnaire and sign the acknowledgement, you will need to decide about whether to continue to employee that individual. Refusal to provide the required information could put your other employees at risk of exposure to the virus.

High Risk Questionnaire

It is clear that the CDC had been regularly identifying those who are at a higher risk of contracting the virus. It is important to capture the information about who on your staff would be at higher risk if they were to work in a physical location of the company. If the employee is at a higher risk, the company should determine whether there is any alternative work arrangement that would allow the employee to continue to work, such as telework, staggered schedules, restricted personal interactions with other individuals, or any other practice that may keep the employee healthy and safe and still enable the employee to work productively.

The identified higher risk categories are as follows:

- People 65 years and older
- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
  - Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications

- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease

Once the questionnaires are returned, the company can then determine who many workers need alternative arrangements due to high risk factors and whether you can accommodate all the requests.

If the employee is at high risk but wishes to come to the office to work, you can't refuse to allow the employee to do so. Even if you don't think the employee should work in the office, employees are free to choose to do so even if it puts them at risk. You can talk to the employee and encourage them to discuss the issue with their health care provider, but the ultimate decision is the employee's as to whether they choose to accept alternative working arrangements due to being at high risk.

Continue Telework Arrangements

We know that CDC is continuing to stress social distancing, meaning staying home as much as possible, as the only way to reduce the spread of the virus. As such, we already know that having individuals work from home helps to prevent the spread of the virus. To the extent possible, teleworking would be the preferred situation for high risk individuals until advice from the CDC changes about isolating these individuals so they can avoid contracting the virus unless the employee wants to work in the office voluntarily and has not been restricted from doing so by a health care provider.

If you have been allowing all employees to telework, even those who are not high risk, you will also need to consider what you will continue to allow for these employees. We already know that teleworking is useful in preventing the virus from spreading. To the extent employees are teleworking and productive and are not necessary to operations in the physical location, it would be best practices to allow them to continue teleworking until further notice.

Require Daily Symptom Screening

One of the directions that is clear is that employers need to continue to screen employees to prevent those with symptoms of COVID-19 from being in the workplace. The best way to do this is to have the employee answer a self-questionnaire each morning before coming into work. The EEOC has specifically provided advice that this practice is acceptable during the pandemic. If the answer to either of the following two questions asked is yes, the employee should stay home and contact the COVID-19 Coordinator or other designated person.

The Daily Self-Screening Protocol is in place to try and prevent sick or symptomatic employees from leaving their homes and increasing the likelihood of spreading the infection. You can also use this screening on-site as employees come to work. The questions are as follows:

1. **Do one or more of the following common COVID-19 symptoms below currently apply to you?**

   - Temperature >38ºC (100.4 0F) or higher
   - Frequent unexplained cough
   - Shortness of breath or difficulty breathing
   - Chills
   - Repeated shaking with chill
   - Muscle pain
   - Headache
   - Sore throat
   - New symptom: loss of taste or smell

If the answer is **YES**, you may have symptoms of COVID-19. We ask you to please contact [insert contact person], do not come to work, and seek medical attention.

2. **Have you had physical exposure to a person suffering from COVID-19 symptoms as noted above?**

If you answered **YES**, please contact [insert contact person] prior to coming to work so that a determination can be made whether you should remain offsite from any company facility.

If the answer to all the above questions is **NO**: Please adhere to your work schedule and follow all company COVID-19 health and safety procedures while at work.

If you have an employee who answers yes and is ill or in contact with someone who is ill, you should see the advice below on **Dealing with Employees Who are Sick.**

Consider Daily Temperature Screening

First, the EEOC has provided advice that this is not a medical exam during a pandemic. The EEOC states, that generally, measuring an employee's body temperature is a medical examination. However, because the CDC and state/local health authorities have acknowledged community spread of COVID-19 and issued attendant precautions, employers may measure employees' body temperature. The advice does point out that employers should be aware that some people with COVID-19 do not have a fever.

In addition, you need to make sure that you are using a reliable device for measuring employees' temperatures or that those charged with taking employees' temperatures have been trained. Remember, there is a risk of someone being within 6 feet of the person to take their temperature. If that is the situation, the person should wear personal protected equipment (PPE) such as a mask, gloves, and gown. Additionally, the equipment used to take the temperature would need to be cleaned each use just like a health care provider would need to do.

Finally, the time needed to screen the employee may be [compensable time under the Fair Labor Standards Act](#). It is an open question right now and the safest course of action would be to pay for this time. As such, arrangements should be made to efficiently deal with employees as they arrive to work and ensure the 6 feet of social distancing is maintained while employees are waiting to be screened. The last thing you need is a policy meant to keep employees safe cause them to violate social distancing and spread the virus due to this failure.

Training Topics

There are several topics that your employees need to be trained on in order to maintain a safe and health workplace.

Hand Washing Hygiene from CDC

Washing hands can keep you healthy and prevent the spread of respiratory and diarrheal infections from one person to the next. Germs can spread from other people or surfaces when you:

- Touch your eyes, nose, and mouth with unwashed hands
- Prepare or eat food and drinks with unwashed hands
- Touch a contaminated surface or objects
- Blow your nose, cough, or sneeze into hands and then touch other people's hands or common objects

Key Times to Wash Hands: You can help yourself and your loved ones stay healthy by washing your hands often, especially during these key times when you are likely to get and spread germs

- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone at home who is sick with vomiting or diarrhea
- Before and after treating a cut or wound
- After using the toilet
- After changing diapers or cleaning up a child who has used the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage

During the COVID-19 pandemic, you should also clean hands:

- After you have been in a public place and touched an item or surface that may be frequently touched by other people, such as door handles, tables, gas pumps, shopping carts, or electronic cashier registers/screens, etc.
- Before touching your eyes, nose, or mouth because that's how germs enter our bodies.

Washing your hands is easy, and it's one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spreading from one person to another and throughout an entire community—from your home and workplace to childcare facilities and hospitals.

Follow these five steps every time.

1. Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.
4. Rinse your hands well under clean, running water.
5. Dry your hands using a clean towel or air dry them.

Use Hand Sanitizer When You Can't Use Soap and Water. You can use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available. Washing hands with soap and water is the best way to get rid of germs in most situations. If soap and water are not readily available, you can use an alcohol-based hand sanitizer that contains at least 60% alcohol. You can tell if the sanitizer contains at least 60% alcohol by looking at the product label.

How to use hand sanitizer

- Apply the gel product to the palm of one hand (read the label to learn the correct amount)
- Rub your hands together
- Rub the gel over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds

Cough and Sneeze Hygiene from CDC

Covering coughs and sneezes and keeping hands clean can help prevent the spread of serious respiratory illnesses like influenza, respiratory syncytial virus (RSV), whooping cough, and COVID-19. Germs can be easily spread by:

- Coughing, sneezing, or talking
- Touching your face with unwashed hands after touching contaminated surfaces or objects
- Touching surfaces or objects that may be frequently touched by other people

Covering coughs and sneezes and washing hands are especially important for infection control measures. To help stop the spread of germs:

- Cover your mouth and nose with a tissue when you cough or sneeze
- Throw used tissues in the trash
- If you don't have a tissue, cough or sneeze into your elbow, not your hands
- Remember to immediately wash your hands after blowing your nose, coughing or sneezing.

Washing your hands is one of the most effective ways to prevent yourself and others from getting sick, especially at key times when you are likely to get and spread germs. Wash your

hands with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol to clean hands.

To help prevent the spread of respiratory disease, you can also avoid close contact with people who are sick. If you are ill, you should try to distance yourself from others, so you do not spread your germs. Distancing includes staying home from work or school when possible.

[How to Wear a Cloth Face Covering](#) from CDC

Whether the use of masks will be mandatory or voluntary, employees need to be trained on how to wear the masks, safely remove them, and clean them. In addition, OSHA has requirements for voluntary use of masks at work that has been previously provided by AmeriBen. Please use that information to fulfill the OSHA requirements of masks at work.

Considering new data about how COVID-19 spreads, along with evidence of widespread COVID-19 illness in communities across the country, CDC recommends that people wear a cloth face covering to cover their nose and mouth in the community setting. This is an additional public health measure people should take to reduce the spread of COVID-19 in addition to (not instead of) social distancing, frequent hand cleaning and other everyday preventive actions. A cloth face covering is not intended to protect the wearer but may prevent the spread of virus from the wearer to others. This would be especially important if someone is infected but does not have symptoms.

The CDC has said a cloth mask is a way to contain respiratory secretions right at the source. "The mask traps the droplets before they spread into the environment. Therefore, 'my mask protects you, and your mask protects me!' It's a way of strengthening the social distancing that we are already doing", according to a CDC spokesperson.
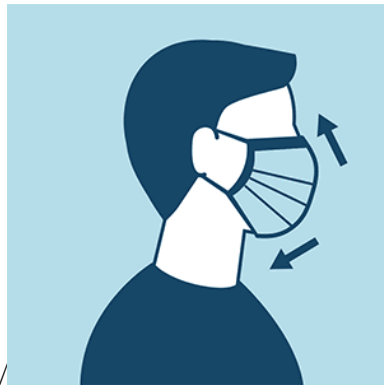
Cloth face coverings should—

- fit snugly but comfortably against the side of the face
- be secured with ties or ear loops
- include multiple layers of fabric
- allow for breathing without restriction
- be able to be laundered and machine dried without damage or change to shape

CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), especially in areas of significant community-based transmission.

CDC also advises the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others. Cloth face coverings fashioned from household items or made at home from common materials at low cost can be used as an additional, voluntary public health measure.

Cloth face coverings should not be placed on anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.

The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders, as recommended by current CDC guidance.

1. Should cloth face coverings be washed or otherwise cleaned regularly? How regularly? Yes. They should be routinely washed depending on the frequency of use.
2. How does one safely sterilize/clean a cloth face covering? A washing machine should suffice in properly washing a face covering.
3. How does one safely remove a used cloth face covering? Individuals should be careful not to touch their eyes, nose, and mouth when removing their face covering and wash hands immediately after removing. Best practice is to remove the mask by using the elastic or tie strings and not touch the face mask portion over your nose and mouth.

Cleaning and Disinfecting High Touch Surfaces from CDC

While the risk is small, CDC and OSHA both state that there is a chance that the virus on surfaces can infect individuals if someone touches the surface than then their eyes, note, or mouth. As a result, it is important that high touch surfaces be cleaned routinely throughout the day particularly in areas outside of an employee immediate working zone.

Employees should:

- Routinely clean and disinfect all frequently touched surfaces in the workplace, such as workstations, keyboards, telephones, handrails, and doorknobs.
  - o If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
  - o For disinfection, most common EPA-registered household disinfectants should be effective. A list of products that are EPA-approved for use against the virus that causes COVID-19 is available here. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).

- Employees should not use other workers' phones, desks, offices, or other work tools and equipment, when possible.
- If use of others work equipment is necessary, employees must clean and disinfect the equipment both before and after use.

- Disposable wipes have been provided so that employees can wipe down commonly used surfaces (for example, doorknobs, keyboards, remote controls, desks, other work tools and equipment) before each use. To disinfect, use EPA approved products linked above, and that are appropriate for the surface.

Employees should maintian a Disinfecting Log to document cleaning efforts.

Social Distancing Protocol at Work

CDC states that social distancing should be implemented if recommended by state and local health authorities, which is currently the case for Idaho, Oregon, Washington, and California now even with Idaho's plan to reopen. Social distancing means avoiding large gatherings and maintaining distance (approximately 6 feet or 2 meters) from others when possible (e.g., breakrooms and cafeterias). The company will enforce the 6 feet social distance wherever possible in the facility.

The Safe Work Playbook, provided by Lear as a an example, outlines the following guidance for maintaining an appropriate social distance at work. The information that follows is all taken from or based on the Playbook. Social distancing is a simple yet very effective mechanism to prevent potential infection, that relies on simple distance to avoid infection.

What this means in practice if following these rules:

- Staying 6 feet away from others as a normal practice
- Eliminating contact with others, such as handshakes or embracing coworkers, visitors, or friends
- Avoiding touching surfaces touched by others to the extent feasible
- Avoiding anyone that appears to be sick, or is coughing or sneezing
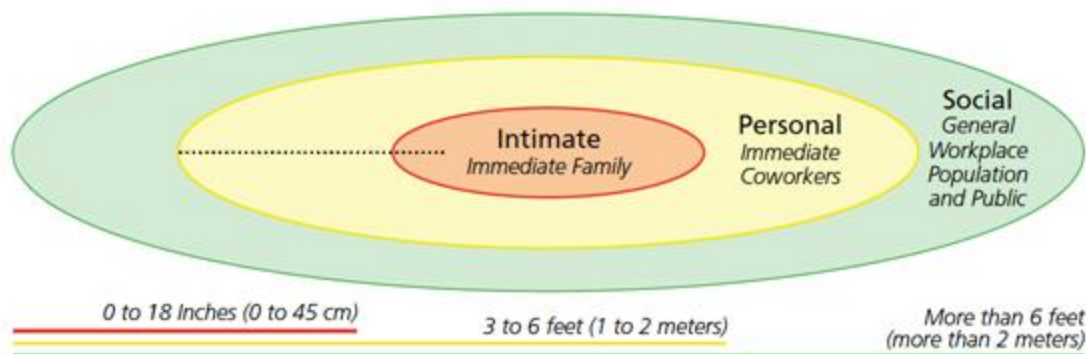
The company does not allow any meeting in person to occur without approval of the COVID-19 Coordinator, even when the meeting area is large enough to accommodate appropriate social distancing. All meetings, even when the individuals are all physically in the same location, will be held virtually. If an in-person meeting is approved by the COVID-19 Coordinator, social distancing protocol will be strictly followed during the meeting.

This practice of social distancing includes but is not limited to production lines, cafeterias, common areas, entrance/exit areas of work locations, and offices. These are examples, but the principle of social distancing is universally applicable such as out in the community and traveling to work.
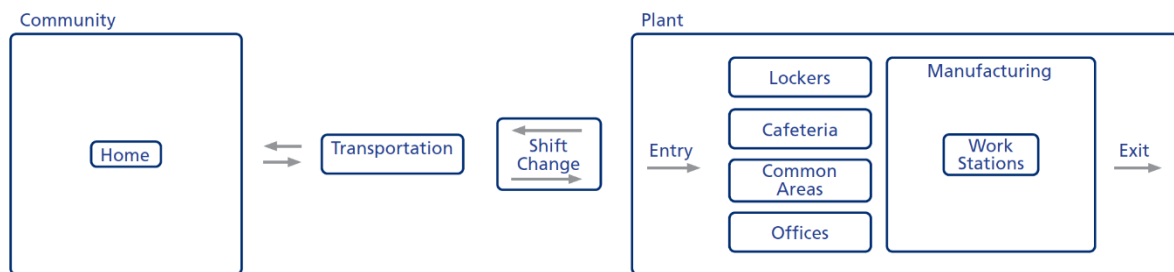
Workstations and Social Distance

- Whenever possible, workstations should be arranged to allow separation of 6 feet.
- Clear signage about the desired position of the employee may be placed in each workstation but is not required.
- Utilize production transfer aids (such as inclined shelves, push boards) to minimize the risk to social distance violations.
- Workstations need to have boundaries clearly marked on the floor. Employees need to stay within their marked areas.
- Workers should disinfect their own workspace multiple times during the shift, giving special attention to common surfaces.

Employees are reminded to avoid touching their face and must wash their hands thoroughly with soap and water several times during the work hours to reduce risk and prevent person-to-person potential infections.

What is company doing if the workstations are less than the recommended spacing?

Work designs will avoid face-to-face operations with less than the minimum requirement, if this condition cannot be met, then employees could be required to implement alternative measures to mitigate their exposure:

- Face Masks
- Face Shields
- Body Orientation
- Physical barriers may also be installed where practical; the barriers must be cleaned multiple times a shift.

Helpful Tips for Employees on Social Distancing

- Avoid gathering when entering and exiting the facility
- Remain in your car until your scheduled window of start time
- Ensure 6 feet of space between each person if you must wait in line to enter the facility

- When you talk to someone in line, make sure you do not face them directly and both individuals should wear masks
- Do not touch the time clock or entry door handle with an exposed finger(s) or hand
- Do not touch your face before you have had a chance to wash your hands

Prohibitions

Prohibit Physical Touching

It is clear the virus passes from person to person. The best way to reduce transmission is to eliminate the opportunities for the virus to pass from an infected person to another individual. As such, all physical contact, including shaking hands, should be prohibited in the facility. Employee should be told to not touch anyone at work unless it is an emergency situation.

Prohibit in Person Meetings

Likewise, therefore in-person meetings should be suspended and any in person meeting must be approved by the COVID-19 Coordinator. Those in person meetings should only be approved when the goals of the meeting are impossible to accomplish in a virtual meeting. Even then, social distancing should be maintained during the meeting and those in the meeting should be advised to wear masks.

Prohibit Travel Unless Essential

CDC is recommending no one travel unless it is to provide essential services. This is due to the increased risk that travel presents due to the lack of social distancing. If your employee does need to travel for essential services, make sure they follow CDC recommendations for staying safe during travel.

Some types of travel (bus, plane, train) may require sitting next to others. Travel may also expose you to new parts of the country with differing levels of community transmission. And, if you're infected, your travel may put others at risk– along the way, at your destination, and when you return home.

If you must travel, CDC states that you should consider the following risks you might face, depending on what type of travel you are planning:

- Air travel: Because of how air circulates and is filtered on airplanes, most viruses and other germs do not spread easily on flights. However, there may be a risk of getting COVID-19 if you are seated within 6 feet of someone who has the virus.
- Bus or train travel: Sitting or standing within 6 feet of others for a prolonged period can put you at risk of getting or spreading COVID-19.
- Car travel: The stops you need to make along the way could put you and others in the car with you in close contact with others who could be infected.
- RV travel: Traveling by RV means you may have to stop less often for food or bathrooms, but RV travelers typically must stop at RV parks overnight and other public

places to get gas and supplies. These stops may put you and those with you in the RV in close contact with others who could be infected.

State and Local Travel Restrictions or Orders

CDC recommends you stay home as much as possible and avoid close contact, especially if you are at higher risk of severe illness. If you must travel, follow any state and local travel restrictions currently in place. It is possible that some state and local governments may put in place travel restrictions, stay-at-home or shelter-in-place orders, mandated quarantines upon arrival, or even state border closures while you are traveling. For more information and travel guidance, check with the state or local health department where you are, along your route, and at your planned destination. Just because there are no restrictions at the time you plan to leave does not mean there won't be restrictions in place when you arrive.

Dealing with Employees Who Are Sick

If an employee comes visibly ill to work, you need immediately isolate the employee from others. Once the employee is isolated, the COVID-19 Coordinator, either remotely from outside the room or with a mask and gloves on, needs to ask the employee to answer the screening question:

Do one or more of the following common COVID-19 symptoms below currently apply to you?

- Temperature >38ºC (100.4 0F) or higher
- Frequent unexplained cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chill
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

If the employee answers yes to any of the symptoms, you need to send the employee to seek a medical diagnosis for COVID-19.

Any employee who has a symptom of COVID-19 should be excluded from the workplace immediately. They can return to the workplace under the following circumstances as recommended by CDC. The decision to discontinue home isolation should be made in the context of local circumstances. Options now include both 1) a time-since-illness-onset and time-since-recovery (non-test-based) strategy, and 2) a test-based strategy.

Time-since-illness-onset and time-since-recovery strategy (non-test-based strategy)
Persons with COVID-19 who have symptoms and were directed to care for themselves at home may discontinue home isolation under the following conditions: - At least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications **and** improvement in respiratory symptoms (e.g., cough, shortness of breath); **and,** - At least 7 days have passed *since symptoms first appeared*.
Test-based strategy (simplified from initial protocol) Previous recommendations for a test-based strategy remain applicable; however, a test-based strategy is contingent on the availability of ample testing supplies and laboratory capacity as well as convenient access to testing. For jurisdictions that choose to use a test-based strategy, the recommended protocol has been simplified so that *only one swab is needed at every sampling*.
Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue home isolation under the following conditions: - Resolution of fever without the use of fever-reducing medications **and** - Improvement in respiratory symptoms (e.g., cough, shortness of breath) **and** - Negative results of an FDA Emergency Use Authorized molecular assay for COVID-19 from at least two consecutive nasopharyngeal swab specimens collected ≥24 hours apart** (total of two negative specimens). See Interim Guidelines for Collecting, Handling, and Testing Clinical Specimens from Persons Under Investigation (PUIs) for 2019 Novel Coronavirus (2019-nCoV)for specimen collection guidance.

https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html

Footnote*This recommendation will prevent most but may not prevent all instances of secondary spread. The risk of transmission after recovery, is likely very substantially less than that during illness.**All test results should be final before isolation is ended. Testing guidance is based upon limited information and is subject to change as more information becomes available.

Employee Questions

The following questions and answers were adapted from a Wall Street Journal article by Lauren Weber titled, Going Back to Work: Tips on What Your Boss Can—and Can't—Make You Do, published April 23, 2020.

My boss is calling me back to the office soon. I'm healthy, but I don't feel safe and have been working from home just fine. Do I have to go back?

Fear isn't a legal reason for refusing to work unless the employee has a diagnosed mental-health disability, such as severe anxiety, and the pandemic is exacerbating that disability. The employee could then ask to work from home as a reasonable accommodation under the ADA. Additionally, if the anxiety rises to the level of a serious health condition under the FMLA, a doctor may provide a health care certification for the employee to be off work or telework for a period of time.

I have an underlying health condition. Can my employer force me to return to work?

The White House guidelines call for a three-phase return to work, with special accommodations for vulnerable individuals until the third phase, at which time the policy envisions a return to "unrestricted staffing of worksites." Under the guidelines, vulnerable people as those listed under the CDC guidelines.

We are recommended that employers allow employees at high risk to have alternative working arrangements, including teleworking, for the foreseeable future if it is possible for them to accomplish their tasks out of the physical location. Other options would be staggered work shifts so the individual is more isolated when at work and not subject to the general public during business hours. Idaho's reopening plans encourages continued teleworking where possible.

What if I'm pregnant?

Pregnant women aren't identified as vulnerable workers by the CDC in its updated guidance. But some states, including Washington, Oregon, and California, have laws that obligate employers to consider reasonable accommodations for pregnant employees. We recommend that you talk with the employee to see if there are alternative work arrangements that could be made if pregnancy is the underlying reason for the request and not fear of contracting the virus.

What should I do if my employer isn't following Centers for Disease Control and Prevention guidelines for a coronavirus-safe workplace?

The CDC's guidelines are recommendations, so employers can't be sanctioned just for violating those. But OSHA's general duty clause can apply in some circumstances if an employer is not providing a safe and healthy workplace. Right now, CDC and OSHA recommendations during the COVID-19 crisis are very similar as is seen in this document. Be aware that employees can file anonymous complaints with OSHA regarding unsafe workplaces.

What can I do if my employer doesn't provide handwashing breaks or enforce social distancing?

While we always hope employees speak with employers first, they are not obligated to do so and can directly to OSHA. Workers also have some protections to refuse to work if there is a reasonable expectation that workplace conditions could cause serious physical harm or death although there are specific steps that must be followed to take advantage of this protection.

Additionally, the National Labor Relations Act protects "concerted activity" on the terms and conditions of employment. So, if employees band together to complain about unsafe work

practices, employers must treat that as concerted activity and not discipline, discharge, discriminate, or retaliate against them.

My employer follows safety guidelines, but I worry about exposure on my commute. What are my options?

As we have already stated, to the extent possible those of high risk should be allowed alternative working arrangements and here teleworking seems feasible if the employee can work from home. If working from home isn't an option, an employee may be able to take unpaid leave, but there is no guarantee the position will be available when the employee feels it is safe to commute.

I was fired after telling my boss that the safety measures at work were insufficient. What can I do?

Whistleblower laws protect workers who raise concerns about workplace health and safety. Employees can report the action within 30 days to OSHA. Additionally, the employee could bring a lawsuit against the company.

If I get Covid-19 because of my job, am I eligible for workers' compensation?

Each state has its own WC statute as to what is a covered injury or not. Having an infectious disease such as the flu hasn't entitled workers to compensation because it is nearly impossible to determine where someone contracted the illness. But because the workers' comp system is run by states, and several governors and state legislatures have already come out with orders or bills granting eligibility for health-care workers and first responders who fall ill with Covid-19. In some states, such as Illinois and Kentucky, the new rules apply to workers in grocery stores and some other essential businesses.

Can my employer ask me to waive my right to workers' comp?

No.

I'm pretty sure I got Covid-19 at work. Can I sue my employer?

The workers' compensation system protects employers from other legal claims pertaining to a work-related injury or illness. But, if you see the above answer, either the virus is covered by WC or is not and the employer can be used. However, even if covered by WC if employees believe their company was negligent—for example, by not providing personal protective equipment even if workers were regularly exposed to confirmed Covid-19 cases—there are situations and states where courts might be open to such claims.

If my employer asks for volunteers to return from furlough and I raise my hand, can my employer reject me? I'm over 50 and have an underlying health condition.

If employers make decisions based on their perceptions of who is at higher risk, they are likely engaging in illegal discrimination based on age or other protected classifications. Employers should base their decisions on job related factors such as tenure, performance, abilities, skills, experience, and ability to work required shifts.

My employer has called me back to the office, and schools are still closed. I've already used up my paid leave and the expanded leave provisions in the Families First legislation. What do I do if I have no one to look after my kids?

Workers are in a difficult spot here, since schools and day care are a prerequisite for many people to go to work. An employee can ask for an unpaid leave of absence, but an employer isn't obligated to offer that or to hold the job open for when the employee is able to come to back to work. If the position is essential and needs to be filled, the employer may find a new employee to fill the position.

Can my employer send me home if I'm showing symptoms?

Yes. Every employer has a duty to protect all its employees under the OSHA general duty clause.

If a Covid-19 vaccine is developed, can my employer require I get it?

During a pandemic, employers can require vaccinations, the EEOC says. An employee may be entitled to an exemption if the vaccine would interfere with a medical condition or violate that person's religious beliefs.