

From: [MN_DOT_Note_Mailer](#)
Subject: Effective Oct. 17: New Well-at-Work Guidance and End of Health Screen
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Attachments: [image001.png](#)

Team MnDOT:

Following updated guidance from the Centers for Disease Control and Prevention, **Minnesota Management and Budget has developed new [Well at Work guidance](#)** (HR/LR Memo #2022-1) aimed at preventing spread of COVID-19 in the workplace.

In addition to adopting the Well at Work guidance, MnDOT is retiring our health screening policy. **Effective Monday, Oct. 17, MnDOT employees will no longer be required to complete the health screening before entering the workplace.**

The primary focus of the new Well at Work guidance is on keeping the workplace healthy by encouraging employees to stay home when they are sick.

It is particularly important that employees stay home if they have symptoms associated with COVID-19 and either have not been tested or are awaiting results. Those symptoms include:

- Fever of 100.4° Fahrenheit or higher, or feeling feverish (e.g., chills or sweating)
- A new cough
- New shortness of breath or difficulty breathing
- Unusual fatigue
- Muscle or body aches unrelated to exercise
- New headache
- New loss of taste or smell
- A new sore throat
- New congestion or runny nose
- New nausea/vomiting or diarrhea

Employees with any of those symptoms are encouraged to use accrued sick time, take a [COVID-19 viral test](#) as soon as possible, and follow [Centers for Disease Control \(CDC\) guidance](#). Workers who have been [exposed to COVID-19](#) or have been told by a healthcare provider or public health authority that they were exposed should follow current CDC guidance for individuals exposed to the virus.

Options for Work or Leave

Employees who have symptoms of COVID-19 or who have received a positive COVID-19 test result and are able to perform work despite their illness should discuss with their supervisor whether their job duties can be performed through telework. Approval for telework is at the discretion of the employee's supervisor/manager. Employees should use accrued sick leave if they are unable to report to work and unable to telework. Employees who do not have accrued sick leave may request to use accrued vacation or accrued compensatory time or take unpaid time off if they are unable to report to work and unable to telework.

Employees who need to [quarantine or isolate](#), cannot telework, and need additional time off after

the CDC-recommended quarantine/isolation period should contact their agency's FMLA or ADA coordinator.

Test-and-Treat Options Available

As a reminder, many COVID-19 testing sites in Minnesota and across the country also offer prescriptions to those who test positive so they can get medications to treat the virus right away. You can search the [federal website](#) for the test-and-treat location nearest you.

More Information

Learn more about MMB's Well-at-Work guidance at <https://mn.gov/mmb-stat/policies/2022-1wellatwork.pdf>.

Thank you,

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Director of Human Resources

