

Frostburg State University (FSU) is committed to the health, safety, and well-being of our students, faculty, and staff. The University has implemented plans to mitigate and reduce the public and personal health risks of COVID-19 to the campus community and is following local, state, and national guidance from the Allegany County Health Department, University System of Maryland (USM), State of Maryland, and the Centers for Disease Control and Prevention (CDC).

Understanding that during a viral pandemic there are inherent risks associated with returning to work, it is important that Faculty and Staff understand the requirements and expectations when returning to campus. The guidelines are as follows:

1. Preventative Measures – [Social Compact Acknowledgment](#)

- Stay home when sick or having any viral symptoms, having cared for someone who has COVID-19 within the past two weeks, or having a close-quarter exposure for a sustained period of more than 10 minutes within six feet of someone whom you have reason to believe has COVID-19.
- Wash your hands with soap and water for at least 20 seconds multiple times per day and/or use hand sanitizer when unable to wash your hands.
- Adhere to physical or social distancing recommendations for keeping six feet away from others.
- Practice appropriate respiratory etiquette by fully covering coughs or sneezes in your shoulder/bicep area or with a clean tissue.
- Wear a cloth or medical face mask when indoors in the presence of others or during outdoor activities where physical or social distancing is not possible.
- Adhere to social distancing capacity guidelines for facilities, events, and gatherings.
- Limit travel for essential purposes and avoid crowded transmission hotspots or super-spreader events.
- Follow guidelines established by FSU, USM, the State of Maryland, and federal recommendations from the CDC.

2. Daily COVID Check-In / Symptom Monitoring Requirement (at www.frostburg.edu/checkin)

- Must conduct symptom monitoring every day before reporting to work
- Select your work location or leave status.
- Answer the Self-Monitoring Questionnaire for symptoms of COVID-19.
- Review and submit.

3. Symptom Responses

- CONTACT your healthcare provider to assess symptoms if:
 - Experiencing symptoms of COVID-19.
 - Having cared for someone who is ill or diagnosed with COVID-19 during the last two weeks.
 - Having had any COVID symptoms during the last two weeks.
 - Having had close-quarter exposure for a sustained period of more than 10 minutes within six feet of someone whom you have reason to believe has COVID-19.
- DO NOT report to work on campus if you report any symptoms above, and:
 - Continue to telework if your position allows.

- If unable to report to work or telework, contact the Office of Human Resources for leave guidance.
- Self-quarantine while waiting/seeking guidance from the healthcare provider and until cleared by your healthcare provider to return to work.

4. Return to Work Certification

- Faculty and Staff who have contacted their healthcare provider for symptoms indicated in #3 above must be cleared before returning to work.
- Faculty and Staff must provide a Return to Work certification from their healthcare provider or Health Department to the Office of Human Resources before returning to work.

5. Accountability

- Faculty and Staff are required to follow the established Return to Work Guidelines.
- Faculty and Staff who choose not to comply with these guidelines will face immediate disciplinary action.
- FSU has an obligation to ensure that all medical information obtained about Faculty and Staff is kept private and confidential based on HIPAA and ADA protections.

6. Accommodations

- Faculty and Staff may request an accommodation that is COVID-19 related at this [link](#). The Health and Safety Related Requests Team will address requests that are COVID-19 related.
- USM guidance on June 3, 2020, regarding older employees and those with underlying serious health conditions at higher risk for severe illness from COVID-19 can be found at this [link](#).