

**Frequently Asked Questions & Answers for Wisconsin State Employees
Regarding the Coronavirus (COVID-19) Pandemic**

This document contains answers to frequently asked questions for state employees and was prepared by the Wisconsin Department of Administration in collaboration with the Wisconsin Department of Health Services. Responses below are in accordance with applicable collective bargaining agreements or state administrative code. If you have additional questions, please ask your supervisor.

The Departments of Corrections, Health Services, and Veterans Affairs may issue additional requirements for their employees, residents, and visitors of congregate living facilities. Additionally, any agency may issue additional requirements, if necessary, to comply with federal regulations. All agency rules or guidance require approval by the Division of Personnel Management Administrator prior to implementation

Section A: General Information about COVID-19 for Employees			
Questions			Answers
<p>Updated 10/18/2021</p>	<p>1.</p>	<p>What can I do to limit my risk of and help prevent COVID-19?</p>	<p>The CDC and DHS advises that the best way to prevent infection is to avoid being exposed to the virus that causes COVID-19. There are simple everyday actions to help prevent the spread of COVID-19:</p> <ul style="list-style-type: none"> • Get vaccinated. COVID-19 vaccines are safe and very effective at protecting you from severe illness, hospitalization, and death caused by COVID-19. Learn more about the COVID-19 vaccine • Wear a mask. Wear a mask that covers your nose and mouth whenever you are indoors (other than at home). Wear a mask whenever you are in public, indoor settings where there is substantial to high community transmission . It's also a good idea to wear a mask outdoors if it is difficult to practice physical distancing, such as at crowded events and gatherings. More on masks, also see below section D. #6 and #7. • Avoid close contact. Inside your home: Avoid close contact with people who are sick; outside your home: Put 6 feet of distance between yourself and people who don't live in your household. More on physical distancing • Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available. • Stay home when sick. If you're feeling sick or have symptoms of COVID-19, it's best to stay home and monitor your symptoms. Know the symptoms of COVID-19 • Get tested for COVID-19. If you have symptoms of COVID-19 or were in close contact with someone with COVID-19, you should get tested. More on testing.

Updated 5/28/2021	2.	What should I do if I'm experiencing flu-like or COVID-19 symptoms?	Employees are expected to stay home if ill. Refer to Section B for more information and follow the steps outlined depending on the particular situation. Employees should follow their work unit's sick leave notification procedures, including notifying their supervisor and staying home if they are sick. Click here to learn more about COVID-19 symptoms.
Updated 02/25/2022	3.	Are the procedures different if I am a health care provider (or if I work in a health care setting)?	Employees who regularly work in health care or congregate living settings may be required to follow different procedures depending on the nature of their positions. Refer to Section B for more information and follow the steps outlined depending on the particular situation and agency procedures.
Updated 05/28/2021	4.	What should I do if I recently traveled out of the state or out of the country?	Regarding personal travel, all employees should continue to refer to the travel advice available from DHS and the CDC .
	5.	Where can I learn more information?	Additional up-to-date resources and information about COVID-19 can be found here: <ul style="list-style-type: none"> • Wisconsin Department of Health Services • Centers for Disease Control and Prevention • United States Department of Labor Occupational Safety and Health Administration • United States Department of State