



# THE QUEEN'S HEALTH SYSTEMS

## MEMORANDUM

Date: March 9, 2020

To: All QHS Employees and Medical Staff

From: QHS Infection Prevention and Control

Subject: COVID-19 Update: Travel By Health Care Personnel

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Aloha Queen's Ohana,

During this period of COVID-19 concern, all Health Care Personnel (HCP, see definition below) are urged to avoid travel to high-risk destinations with widespread sustained COVID-19 transmission. HCP who travel internationally are required to undergo a risk assessment with Employee Health (EH) before returning to work and, depending on the location of travel and whether respiratory symptoms develop, may be directed to stay home from work for a minimum of 14 days.

**Attached is QHS' International Travel Assessment Form**, which must be submitted to EH prior to the HCP reporting to work. Please take a moment to review the form before you travel and speak with your manager if you have any questions. Initial risk assessments may be conducted by phone by EH upon return from travel.

Non-employed HCP (e.g., residents, students and private physicians) are expected to contact EH and initiate the assessment. Please refer to <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html> for current information regarding high-risk geographic areas.

Location of Travel	Return to Work Expectations
Level 3 Destinations	Staff will not be able to return to work for a <i>minimum</i> of 14 days after returning to the United States. <ul style="list-style-type: none"><li>✓ Complete QHS' International Travel Assessment Form.</li><li>✓ Staff will be required to self-isolate and monitor for symptoms of respiratory illness.</li><li>✓ An in-person EH evaluation and clearance is required in order to return to work.</li><li>✓ Possible consultation with Hawaii Department of Health (HDOH).</li></ul>



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Location of Travel	Return to Work Expectations
Any Country Other Than Those Identified as Level 3	<ul style="list-style-type: none"><li>✓ Complete QHS' International Travel Assessment Form.</li><li>✓ Staff should self-monitor for symptoms of respiratory illness and report to EH for evaluation should symptoms develop.</li><li>✓ Re-evaluation by EH may occur if the location of travel changes to a higher level of concern.</li></ul>

The Hawaii Department of Health will be consulted for further testing if the HCP meets Person Under Investigation criteria (e.g., exposure to COVID-19 or symptoms of severe lower respiratory illness).

**Also attached is Queen's updated COVID-19 FAQ document.** It includes employee pay and benefit information for those who are directed to stay at home due to possible exposure to the virus (see FAQ #2 and #3).

Maintaining the safety of our patients, physicians and staff is our highest priority. Please continue to follow the Interim Guidance that is posted on the intranet at <http://eww1.queens.org/ic/corona.html>. Thank you for continuing to provide safe and quality care to our patients.

#### QHS Infection Prevention and Control

*Per CDC, HCP are defined as all paid and unpaid persons working in health care settings who have the potential for exposure to patients and/or to infectious materials, including body substances, contaminated medical supplies and equipment, contaminated environmental surfaces, or contaminated air. HCP might include (but are not limited to) physicians, nurses, nursing assistants, therapists, technicians, emergency medical service personnel, dental personnel, pharmacists, laboratory personnel, autopsy personnel, students and trainees, contractual staff not employed by the health care facility, and persons (e.g., clerical, dietary, housekeeping, laundry, security, maintenance, administrative, billing, and volunteers) not directly involved in patient care but potentially exposed to infectious agents that can be transmitted to and from HCP and patients.*