

Screening Policy and Entrance Restrictions

Effective today, University Hospital is reducing the number of entrances to the hospital building and screening all persons before entering the hospital. Screenings include general health questions and a temperature check.

Entrance may be denied based on any of the following symptoms:

- Fever > 100.4
- New cough
- New shortness of breath

The following entrances remain open to staff:

- EMS entrance 24 hours
- Main walk-in entrance 6 AM to Midnight
- ED walk in entrance 24 hours
- B- Level tunnel UH side 6 AM to Midnight
- C- Level Dental Clinic 6 AM to Midnight
- UH Cafeteria and NJMS Door 6 AM to Midnight

Any UH employee who is denied entry based on this screening must report this absence to his/her supervisor AND Employee Health, as well as contact his/her primary care physician. If anyone does not have a primary care physician, the UH Emergency Department and Ambulatory Medicine Clinic are both open to the public.

Staff Use of Leave

The Staff Use of Leave policy has been further revised until further notice. Should an employee be directed by Employee Health to be quarantined at home, the employee shall not be required to use leave during this time. This includes situations in which an employee notifies Employee Health of an official government order to remain in isolation or quarantine. In all cases, employees must contact Employee Health so that a risk assessment may be performed for each individual's situation to assess whether an employee may or may not return to work.

Outside of the above-referenced situations, University Hospital's current time and attendance policies remain in effect, including, but not limited to, policies and procedures associated with the use of vacation and sick leave, as well as New Jersey Earned Sick Leave.

Use of Procedure Masks Policy

University Hospital will permit all staff members and New Jersey Medical School staff to voluntarily wear a standard procedure mask while at work, provided the guidelines for such use are strictly followed. The guidelines can be found on the <u>UH Portal</u>.

All persons may request a daily mask upon entering University Hospital from the Screening Stations that will be set up at each entrance.

Cybersecurity Reminder

There has been a large number of email cybersecurity attacks using COVID-19 or Coronavirus as the subject. Everyone is reminded to exercise diligence and review emails for signs of an attack, before opening. If you have any doubt about the legitimacy of an email, contact the Office of Information Security at OOIS@uhnj.org.

Workforce Schedule Survey

NJHA is surveying the childcare needs of healthcare workers at this time in order to share this information with the State of NJ. Please answer their survey here: <u>https://www.surveymonkey.com/r/hr_childcare</u> Or scan the QR code:



CDC Travel Advisoryr: Over the weekend the Centers for Disease Control (CDC) issued a travel advisory for NJ, NY and CT. It calls upon residents to restrict their domestic travel for the next two weeks. Governor Murphy has stated that this CDC order is non-binding guidance that does NOT change the existing Stay at Home Order he issued over a week ago. Furthermore, all UH staff remain part of an essential service and are not impacted by the Governor's Order or this CDC guidance. In order to avoid issues, it is recommended that staff carry their ID's with them at all times. More information can be found at https://covid19.nj.gov.

Virtual Chapel: To encourage and sustain wellbeing, the UH Chapel has made available various virtual experiences. The schedule is available <u>here</u>.

Essex County Testing: Essex County has opened a COVID-19 testing site in Weequahic Park in Newark. University Hospital is lending staff to support the efforts. The tests are for Essex county residents only who are exhibiting symptoms and are **by appointment only**. Individuals can visit <u>https://essexcovid.org/</u> or call (973)324-9950 for more information.

Resources & Contact Numbers

NJ COVID-19 INFORMATION HUB: https://covid19.nj.gov

NJ 24/7 COVID-19 HOTLINE: Call 2-1-1 or (800)962-1253, or text NJCOVID to 898-211

UH STAFF GENERAL QUESTIONS LINE (UH STAFF ONLY): For non-patient care questions, contact Infection Control at (973)865-7684

SUPPORTIVE SERVICES: NJMS Psychiatry is launching a telephone support service for staff during these difficult times. You can contact them at <u>Stress.Anxiety@njms.rutgers.edu</u>, and leave your name, number and best time to call.

Thank you for your diligence in providing the best care to our patients, and preventing the spread of infection at University Hospital.

Previous COVID-19 Updates are archived and can be accessed on the UH Portal.

For Distribution to All Staff.

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