

# RITE OF PASSAGE

## TRAVELING DURING A PANDEMIC

### FAQs

#### **As an employee, am I permitted to travel out of state while on approved PTO?**

Yes. However, staff are reminded to monitor state and local situations to ensure their health and safety. The CDC warns that traveling to visit friends and family increases your chances of getting and spreading COVID-19. It is possible for someone to have COVID-19 and spread it to others even if they have no symptoms.

#### **If I travel, what steps should I take to help reduce my chances of getting sick?**

- Clean your hands often.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Avoid close contact with others.
- Wear a cloth face covering in public.
- Cover coughs and sneezes.
- Pick up food at drive thrus or curbside service.
- Make sure you are up to date with your routine vaccinations, to include seasonal flu.

#### **As an employee, do I have to report that I have traveled out of state?**

Yes. When returning to work, you are required to complete the Staff Screening Tool, which asks specific questions about travel.

#### **As an employee, my position requires me to travel between multiple ROP Programs. How do I keep myself and others safe?**

During the pandemic, only essential travel is authorized. If travel is deemed necessary, staff should wait a minimum of 72 hours and self monitor following a site visit to a Program that has no known COVID-19 before traveling to another site. If returning to your primary location is necessary following a visit to another ROP Program prior to the minimum requirement, it is encouraged that you work administratively in an isolated area with no contact with students and minimal contact with staff for at least 48 hours. Traveling from a site with known COVID-19 requires staff to be asymptomatic for up to ten days or have a rapid test with a negative result before entering another ROP site.

#### **As an employee, am I permitted to travel by car or van with other ROP staff?**

In an effort to reduce the spread of COVID-19, we remain committed to practicing social distancing. As a result, no more than two people can travel by car and no more than four people by van. When possible, the windows should be down for fresh air to be circulated or have the A/C set on non-circulation mode.

#### **As an employee, when I transport a student to a necessary appointment or to the local hospital, should I wear PPE?**

Yes. Staff and students shall wear a mask, staff shall wear gloves, and hand washing shall be performed before and after the trip. Van use for transportation is encouraged to ensure social distancing is maintained for both staff and students if available. It is also important that in hospital waiting rooms, staff and students practice social distancing from others in an effort to protect themselves from coming in close contact with someone infected. Disinfecting the vehicle before and after the trip is also necessary. When possible, the windows should be down for fresh air to be circulated or the A/C set on non-circulation mode.