OHLONE TRAVEL POLICY
COVID-19 Policy # 8

RETURNING TO CAMPUS AFTER TRAVEL
Domestic and International
Updated December 22, 2021

This is a temporary policy effective immediately and will remain in effect until revoked by Ohlone College. Please check our website frequently for updates.

This Policy is applicable to Ohlone Staff and Students taking on-campus classes or otherwise accessing services on campus.

PURPOSE:
The purpose of this COVID-19 policy is to enhance the health and safety of employees and students and to ensure employees and students who plan on traveling outside of California or the United States are familiar with and abide by the applicable travel guidelines/regulations by local, state or federal agencies.

This policy provides guidance for options to work remotely on a temporary basis if the employee is unable to return to work due to the requirement to provide a negative COVID-19 viral test, or is otherwise excluded from returning to campus immediately after travel.

Ohlone does not discriminate or adopt discriminatory policies based on the states or countries employees or students are returning from and/or their country of origin. The CDC and other agencies have identified countries that are of particular concern due to the level of COVID-19 or variants in the community or country. Employees and students are not required to provide Ohlone with information concerning their travel destination but employees are highly encouraged to discuss international travel dates with their supervisors for planning purposes.

Employees who inform their supervisors ahead of time about their international travel dates will be able to discuss options for complying with the period of time they are required to stay off campus upon their return.

Ohlone’s goal is to exclude the COVID-19 virus from being on campus and compliance is necessary to meet that goal.

DEFINITION OF TERMS:
- **Antigen test:** This test detects protein fragments specific to the Coronavirus. It can be done in a clinic, doctor’s office, or hospital. Turnaround time for results is usually very quick and, in some cases, results can be reported within 15 minutes.
- **Domestic Travel:** Any travel within the United States in which the traveler leaves and then returns to the State of California.
- **Employees:** persons on Ohlone’s payroll or who are currently paid by Ohlone for work or services (or who are scheduled or anticipated to receive payments during spring 2022 semester) or persons performing volunteer services for Ohlone without pay. This includes staff, faculty, administrators, temporary workers, student workers, part-time faculty, volunteers working on behalf of Ohlone, contractors paid by Ohlone, and anyone representing Ohlone as an agent who might reasonably be expected to be on campus or to interact with employees or students.
- **Isolate:** Stay away from others if you have been in close contact with someone infected with COVID-19.
- **Negative COVID-19 Test:** means that there is no detection of the presence of COVID-19.
- **PCR test:** PCR testing is considered the “gold standard” in SARS-CoV-2 detection. This test actually detects RNA (or genetic material) that is specific to the virus and can detect the virus within days of infection, even in those who have no symptoms. The test can be done in a clinic, hospital, or even in your car at a testing site. Turnaround time is longer, generally in the 2-3-day range, but results can be received in as little as 24 hours.
- **Positive COVID-19 Test:** means that the test detected the presence of COVID-19.
Remote work: work that can be performed remotely during an eligible wait period.

Self-Quarantine: Do not come in contact with any other people for the duration of the quarantine period, include others in your household.

Travel: any travel inside and outside of the United States, but does not include travel within the state of California (unless a restriction is later imposed on travel within California).

Wait periods: are the time periods between returning from travel and returning to campus. Wait periods can be: 3-5 days after travel in order to be tested and receive a negative COVID-19 viral test result.

BEFORE YOU TRAVEL

1. Review all local, state, and federal guidelines and restrictions:


Alameda County Public Health Department (ACPHD) and the State of California Public Health Department (CPHD) defer to the Centers for Disease Control (CDC) for travel guidelines and/or restrictions: [https://covid-19.acgov.org/covid19-assets/docs/health-safety/guidance-for-returning-travelers-eng-2021.05.12.pdf](https://covid-19.acgov.org/covid19-assets/docs/health-safety/guidance-for-returning-travelers-eng-2021.05.12.pdf)

The CDPH Travel Advisory is no longer in effect. [https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Travel-Advisory.aspx](https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Travel-Advisory.aspx)

CENTER FOR DISEASE CONTROL TRAVEL GUIDELINES AND/OR RESTRICTIONS


Please note that these links may be changed as guidance is updated.

2. Review Ohlone’s Returning to Campus After Travel policy:

Employees should plan sufficient time off to ensure that they are able to comply with the CDC recommendations and Ohlone’s policy. Employees whose work can be performed remotely are able to perform work during the wait period to be tested to provide a negative test (3-5 days) if they notify their supervisor prior to travel. Employees who do not inform their supervisor of travel dates will be required to provide a negative test and use additional vacation days while waiting for the test results.

Employees whose work can’t be performed remotely will need to work with their supervisor on alternative work or trainings that can be accomplished remotely during the wait period to be tested (3-5 days) or use available sick leave or vacation to receive pay for those days.

AFTER RETURN FROM TRAVEL AND PRIOR TO RETURNING TO CAMPUS

INTERNATIONAL TRAVEL

FULLY-VACCINATED EMPLOYEES AND STUDENTS:

Employees and students who have returned from international travel and complied with the CDC, State and local guidelines will need to wait before returning to campus until they have obtained a negative PCR COVID-19 test 3-5 days after arrival back into the United States.

**FULLY VACCINATED EMPLOYEES AND STUDENTS**

<table>
<thead>
<tr>
<th>Employees and students returning from any International Travel</th>
<th>Fully Vaccinated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test within 3-5 days <strong>AFTER</strong> travel (the mandatory test that is required before flying back to the US will not take the place of the viral test that has to be taken 3-5 days <strong>AFTER</strong> return to the U.S.). Stay home until you receive the test results.</td>
<td>✓</td>
</tr>
<tr>
<td><strong>Negative COVID test</strong>: can return to campus after receipt of the negative test and if employee or student shows proof of negative test <strong>AND</strong> if no symptoms develop.</td>
<td>✓</td>
</tr>
<tr>
<td><strong>Positive Test</strong>: isolate for 10 days after receiving the positive test result. <em>Day 1 begins on the day after the positive test.</em></td>
<td>✓</td>
</tr>
<tr>
<td>Self-monitor for symptoms</td>
<td>✓</td>
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For planning purposes, the wait period for employees to be able to return to campus after international travel can be significant depending on a set of variables. Employees should carefully review all guidelines before travelling while this policy is in effect. Employees should contact Shairon Zingsheim, VP of Human Resources prior to or upon return if he/she is unsure of the date to return to work. szingsheim@ohlone.edu or (408) 375-5238.

**DOMESTIC TRAVEL**

**FULLY-VACCINATED EMPLOYEES AND STUDENTS:**

Employees and students who have returned from any domestic travel and complied with the CDC, State and local guidelines will need to **wait before returning to campus** until they have obtained a negative PCR COVID-19 test 3-5 days after arrival back into California.


<table>
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This policy will be applied consistently with any current, applicable federal, state, and local requirements, unless Ohlone creates a different standard in this policy.

December 22, 2021