



**CEAT COVID General Information**

**Procedures  
CCB-003  
Effective Date: 6/8/21**

In response to the latest OSU COVID-19 update, the following recommendations are applicable:

**MASKS AND SOCIAL DISTANCING**

- 1.01 Fully vaccinated people are no longer required to wear a mask or socially distance in any building on campus, except for certain areas of University Health Services and when riding on transit buses.
- 1.02 Although masks and social distancing mandates for campus will no longer be in effect for fully vaccinated people, community members may continue to voluntarily wear masks based on their own needs.
- 1.03 Please respect the personal choices of those who continue to wear face coverings and continue to supply face coverings and hand sanitizers to guests who request such items.
- 1.04 People with immunocompromising conditions, including those taking immunosuppressive medications should discuss the need for personal protective measures with their healthcare provider after vaccination.
- 1.05 Masks and social distancing may still be required in certain buildings and areas dependent on federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance.
- 1.06 All travelers, regardless of affiliation to OSU, are required to wear a mask on all planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States and in U.S. transportation hubs such as airports and stations.
- 1.07 CDC guidelines regarding the recent changes can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html>
- 1.08 If PPE is required, please contact CEAT FM who have limited quantities in stock.



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**IN-STATE, OUT-OF-STATE & INTERNATIONAL TRAVEL**

- 2.01 In-state travel may resume normally, face coverings are not mandated in university vehicles and vehicle occupancy need not be limited for social distancing.
- 2.02 Out-of-state travel may resume under the following conditions:
- Requests for out-of-state travel must be prepared and routed in AIRS.
  - In the Notes field of a travel request, the claimant must include the following statement prior to approving the request: *“I acknowledge current CDC guidance regarding travel and COVID associated risks. I am vaccinated for COVID, or I will wear a CDC recommended mask while doing business for OSU”*.
  - Out-of-state travel requests will not be approved by the Dean, Associate Dean, or Assistant Dean without this specific acknowledgment.
- 2.03 Federal rules require continued use of masks and social distancing on public transit, buses, trains, and airplanes. Local ordinances requiring face coverings should be followed upon arrival at your destination.
- 2.04 CDC guidance recommends not travelling if you have not been fully vaccinated -  
<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html#unvaccinated-people>
- 2.05 International travel remains suspended but will be considered on a case-by-case basis.
- 2.06 For travel to Canada a travel plan which includes the destination, purpose of travel, mode of travel, duration, etc., local protocol or requirements for COVID protection, masks, social distancing, vaccinations, etc. and current COVID activity of the location must be submitted with the travel exemption form.



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**MEETINGS & EVENTS**

- 3.01 Limitations on the number of participants have been lifted.
- 3.02 Face coverings and social distancing are not mandated by OSU for any events, including youth events.
- 3.03 Make hand sanitizers and face masks available at all events for those who choose to use them. Professional courtesy should be exhibited toward all participants with respect to their personal choice to wear a mask.
- 3.04 Local ordinances at meeting venues should be followed.

**VACCINATIONS**

- 4.01 Continue to be aware of the CDC guidelines as they relate to the added risk for potential COVID-19 infection among unvaccinated individuals.
- 4.02 Faculty, staff, and students are encouraged to get vaccinated. COVID-19 Vaccinations are still available through UHS. To schedule an appointment, please view information here (<https://uhs.okstate.edu/vaccine-info.html>).
- 4.03 Remain diligent with hand washing and stay home when feeling ill.

**WASHING YOUR HANDS AND USING HAND SANITIZER**

- 5.01 Regular handwashing is one of the best ways to remove germs, avoid getting sick, and prevent the spread of germs to others. Whether you are at home, at work, traveling, or out in the community.
- 5.02 Washing hands with soap and warm water for 20 seconds is the best way to get rid of germs in most situations. If soap and water are not readily available, you can use an alcohol-based hand sanitizer.

**WHAT TO DO IF YOU BECOME ILL OR SUSPECT YOU HAVE COVID-19**

- 6.01 Fully vaccinated people should still get tested if experiencing COVID-19 symptoms.
- 6.02 Fully vaccinated people should not visit private or public settings if they have tested positive for COVID-19 in the prior 10 days or are experiencing COVID-19 symptoms.



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- 6.03 If you are ill with COVID-19 symptoms, or if you believe you have been exposed to someone with the virus, you should contact University Health Services (UHS) at 405-744-7287 to receive guidance on the proper actions to take. Do not come to work. Contact your supervisor and inform them of the situation. You may also contact your personal care physician\
- 6.04 If you are in Tulsa, contact the [Occupational Health Nurse](#), Erika Teel at 918-281-2755 or [Erika.teel@okstate.edu](mailto:Erika.teel@okstate.edu). [COVID-19](#) testing is available at UHS at no cost to the faculty, staff and students.
- 6.05 UHS staff will assist with contacting anyone who may have been exposed if the test results come back positive.
- 6.06 Supervisors are to respect the confidentiality of individuals who test positive or are ill with COVID-19 symptoms. Supervisors are to notify [CEAT HR](#) of the situation (ceathr@okstate.edu or 405-744-2627).
- 6.07 If you receive a positive COVID-19 test, stay home and quarantine for at least 10 days (with day of testing being day zero and the last 24 hours being symptom free) avoiding public places and contact with others. If you develop symptoms any time during the 10-day quarantine, the time clock starts over.
- 6.08 Fully vaccinated people with no COVID-like symptoms do not need to quarantine, be restricted from work, or be tested following an exposure to someone with suspected or confirmed COVID-19, as their risk of infection is low.
- 6.09 Fully vaccinated people should still monitor for symptoms of COVID-19 for 14 days following an exposure.

**RETURNING TO WORK**

- 7.01 If you think or know you had COVID-19 with symptoms, you can return to work after the ten day quarantine period with the last 24 hours being symptom free, as discussed in 4.06.
- 7.02 If you tested positive for COVID-19 but had no symptoms, you can return to work after 10 days with the last 24 hours being symptom free, as discussed in 4.06.
- 7.03 If you experience a primary exposure to COVID-19 refer to CDC Guidance for the current definition of a primary exposure: <https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html>. CDC currently recommends a quarantine period of 14 days. However, based on local circumstances and resources, the following options to shorten quarantine are acceptable alternatives. Quarantine can end after Day 10 **without testing** and if no symptoms have been reported during daily monitoring. Quarantine can



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end after Day 7 if a diagnostic specimen tests **negative** and if no symptoms were reported during daily monitoring. Day zero is established to be the day of exposure. In both cases, additional criteria of symptom monitoring and masking must be met through Day 14 (Refer to CDC Guidance for current quarantine options: <https://www.cdc.gov/coronavirus/2019-ncov/more/scientific-brief-options-to-reduce-quarantine.html>). If the test is positive, refer to instructions on 4.06, 5.01 and 5.02.

### **NORMAL ILLNESS**

- 8.01 If you are ill and do not suspect COVID-19, stay home until you are symptom and fever-free for 24 hours (without fever-reducing medications).

### **ADMINISTRATIVE LEAVE**

- 9.01 If the employee unable to work due to outside obligations or planned absences, then they should utilize annual leave. you are in a highly vulnerable category (age 65 or older or have a serious health condition), caring for a highly vulnerable person, or childcare disruptions due to COVID-19, please contact your HR Consultant or your supervisor to discuss options.
- 9.02 For more information, go to: <https://hr.okstate.edu/use-administrative-leave>

### **WE'RE ALL IN THIS TOGETHER!**

- 10.01 Remember, we're all in this together! If you have any questions or concerns, you can email [ceatcovid@okstate.edu](mailto:ceatcovid@okstate.edu) or visit <https://ceat.okstate.edu/covid19.html> for any CEAT specific updates.

*Date approved by the CEAT COVID-19 Incident Management Team (IMT) Chief of the Planning Section and IMT Head: 6/22/20, Revised 7/23/20, Revised 7/28/20, Revised 8/18/20, Revised 10/23/20, Revised 12/14/20, Revised 6/8/21*