



November 20, 2020

COVID-19 protocol reminder to employees

Indiana State University emphasizes the importance of taking steps to protect the entire Sycamore family. Therefore, the University would like to remind its employees to fill out this form, stay home, and contact their supervisor and Human Resources if they are experiencing any COVID-19 symptoms, have been exposed to someone with COVID-19, or have tested positive for COVID-19.

Additionally, employees should follow the same procedures if they are seeking a COVID-19 test because they are experiencing symptoms and/or someone in their household has tested positive for COVID-19. Employees should stay home until those results are valid. All employees should do a self-assessment by taking your temperature and assuring you do not have any other signs or symptoms associated with COVID. Staff and faculty are required to complete the daily health assessment survey. A green checkmark is required to engage in all campus activities; if a red "X" is received, employees are asked to remain off campus until contacted. Information on Alternative Work Options at ISU is on the website.

Employees are requested to practice good hygiene and hand washing etiquette. The Centers for Disease Control and Prevention recommended on Thursday that Americans should not travel next week for Thanksgiving. In addition, Vigo County Health Department released guidance for people who have tested positive for COVID-19 and people identified as close contacts. The steps can be found in the Vigo County Health Department Facebook page or in this news article.

Indiana State University's COVID-19 updates and guidelines are at indstate.edu/covid.