

Directors All Hands **COVID-19 Information Guide**

The Infection Prevention and the Directors All Hands planning committees have teamed up to make sure COVID-related safety is top priority during our time together in Philadelphia.

Click on each section header to link to the specific information in this document.

Keeping you safe at Directors All Hands

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- Screening
- Required testing
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- Symptoms
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What to do if...

- I am exposed to COVID-19 while attending Directors All Hands
- I experience symptoms of COVID-19 while attending Directors All Hands
- I test positive for COVID-19 while attending Directors All Hands
- I am exposed or COVID-19 positive while attending Directors All Hands and am uncertain how to safely travel home
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Protocols following Directors All Hands

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Tips for a great, safe experience

- Flexibility
- Packing



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Keeping you safe at Directors All Hands

Onsite clinical support

BAYADA's Infection Prevention team will be onsite to provide support for any COVID-19 situations or questions. They can be reached by phone at 862-396-0287.

Screening

Daily screening will be required. [Click here](#) or scan this QR code to complete screening.



Required testing

- **Before:** Asymptomatic employees must self-test within 48 hours before arriving at Directors All Hands (prevents unknowingly positive attendees from having to travel). If positive, please refrain from traveling to/attending All Hands.
 - Refer to [Policy 0-10248: MANDATORY COVID-19 ROUTINE SCREENING TESTS](#) to see BAYADA's approved tests.
 - Employees may use tests that BAYADA has provided to their office, or they may buy tests on their own. Tests purchased by employees are reimbursable. Negative test results do not need to be reported.
- **During:** Self-testing is required every 24 hours while onsite. Tests will be available onsite and during registration, and they should be conducted in the privacy of your hotel room each morning before attending any events.
- **After:** Testing is required before returning to the office setting following Directors All Hands.

Masking

Masking is optional for the entire event. If Philadelphia County is determined to have "High" [community levels of COVID-19 per the CDC](#) at the time of Directors All Hands, use of a surgical mask at all times will become required. Masks will be available onsite.

Vaccination

While BAYADA respects employees' right to choose, we encourage the COVID-19 vaccine and booster.

Symptoms

Employees who experience any symptom of COVID-19 while at Directors All Hands will be asked to refrain from attending BAYADA-sponsored events. You are welcome to remain onsite, but we ask that you do not attend events.

Social distancing

You will be given badge stickers to let others know your preference around social distancing and physical contact.

- **Green sticker:** Bring on the hugs and high fives! I am okay with physical contact.
- **Yellow sticker:** Fist bumps or "elbow fives" only, please; I am being cautious.
- **Red sticker:** Air hugs or waves for me; I'm not comfortable with physical contact.

We will follow any COVID-related requirements set forth by the state of Pennsylvania, the city of Philadelphia, or the Marriott at the time of Directors All Hands.

What to do if...

I am exposed to COVID-19 while attending Directors All Hands

You may continue attending in-person All Hands events. Test upon learning of the exposure, but no earlier than 24 hours after the exposure. Then, test again on day 3 (48 hours after the first negative test), and again on day 5 (48 hours after

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second negative test. If any tests are positive, do not attend in-person All Hands events and follow the the direction below.

I am experiencing symptoms of COVID-19 at Directors All Hands

- Refrain from attending in-person Directors All Hands events and isolate.
- Immediately contact the Infection Prevention team, who will support you and advise on next steps.

I test positive for COVID-19 while attending Directors All Hands

- Refrain from attending in-person Directors All Hands events and isolate.
- Immediately contact the Infection Prevention team for support.
- Travel considerations: We will support you and your unique circumstances to ensure you get home safely.

I am exposed or test positive at Directors All Hands and am uncertain how to safely travel home

Whether you flew, drove, carpooled, or took public transportation to Directors All Hands, your safe return home is important to us. Review [these CDC travel guidelines](#) for more detailed information, and email COVID-19-Info@bayada.com with any questions.

I need support after hours

For COVID-19 support after hours during Directors All Hands, please email COVID-19-Info@bayada.com. For emergencies, call the Infection Prevention team at 862-396-0287, or call 911.

Protocols following Directors All Hands

Any COVID-positive cases or exposures reported following Directors All Hands should follow our typical processes for [returning to work](#) and reporting in SharePoint.

When to return to work after an exposure

There are no work restrictions post-exposure. Test upon learning of the exposure, but no earlier than 24 hours after the exposure. Then, test again on day 3 (48 hours after the first negative test), and again on day 5 (48 hours after second negative test. If any tests are positive, remove from work and follow COVID-positive return to work guidelines.

When to return to work if you have COVID-19 symptoms after attending Directors All Hands

Do not return to the office and do one of the following:

- **Option 1:** Obtain a PCR test and remain out of work.
 - If negative, return to work when your symptoms improve, and you are fever-free for at least 24 hours without fever-reducing medications.
 - If positive, follow COVID-positive guidelines outlined below.
 - **Option 2:** Take an antigen test on day 5 (which is 5 days from symptom onset date) and again on day 7. If negative, return to work on day 8 if symptoms improved and you are fever-free for at least 24 hours without fever-reducing medications.
 - If positive, follow COVID-positive guidelines outlined below.
- **Option 3:** Remain out of work for 10 days (no testing required). Return on day 11 as long as your symptoms have improved and you are fever-free for at least 24 hours without fever-reducing medications.

When to return to work if you are COVID-positive (regardless of vaccination status)

- **I tested positive while/after attending Directors All Hands and am experiencing symptoms.**
 - Do not return to work until you have met one of the these two options:



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- **Option 1:** 7 days have passed since symptoms first appeared, and you test (antigen) on day 5 and day 7 (if negative, return to work on day 8; if positive, return to work after 10 days from symptom onset).
- **Option 2:** 10 days have passed since symptoms first appeared (no testing required).
- You must also be fever-free for 24 hours without fever-reducing medications and your symptoms must have improved.
- **I tested positive while/after attending Directors All Hands and I am NOT experiencing symptoms.**
 - Do not return to your office until 7 days have passed. Take an antigen test on day 5 and then again on day 7. If negative, return on day 8. If it is positive, you may return to work after 10 days (on day 11) from your first positive test.

Best practices the week after Directors All Hands

Out of an abundance of caution, we recommend attendees of Directors All Hands **wear a surgical mask** at all times and **test daily** for one week in the office setting.

Tips for a great, safe experience

Prior BAYADA events have shed light on some “lessons learned” that will help you have the best possible experience at Directors All Hands.

Flexibility

With the current COVID-19 protocols around exposure and positive cases, there is a possibility that your schedule/plans may change. Be flexible and prepared in the event you need to isolate or quarantine.

Packing

While packing for All Hands, consider the possibility that, if you are exposed or test positive for COVID, you may be asked to extend your stay at the Marriott. Think about what you would need (eg, daily medications) and be sure you pack enough.

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