KEY: PNEA Flowchart for COVID Isolation or Quarantine **Isolation:** tested positive for COVID, or Are **you** quarantined or isolated? No under an isolation order Parkway Health Are you caring for a **family member** in your household who is isolated? Services/contact tracer or a physician. Are you a 100% virtual teacher? No Quarantine: In close No Are you feeling contact with someone well and able to Are you feeling Are you caring for a family member in your household who is guarantined? that tested positive for work your well and able to COVID and ordered to regular/full day? No work your quarantine by Parkway regular/full day? Health Services/ contact No tracer or a physician. No **COVID 19 Leave** Notify your building's Notify your building's contact tracer does not apply. Notify your contact tracer and vour and your supervisor. Your Notify your Notify your building's supervisor. Your supervisor will make the building's building's contact supervisor will make the determination if you can work from contract tracer contract tracer tracer and your home and how coverage is handled. determination if you can and vour and your supervisor. You work from home and supervisor. You If it is determined you are not able supervisor. You Intermittent or reduced schedules are not may work from how coverage is will need to will need to to work from home, your absence allowed under the COVID 19 Leave home. handled. record your will be recorded in AESOP as sickrecord your Resolution. absence in If it is determined you absence in family. After 3 days of Sick-family AESOP as sickare not able to work AESOP as sickyou may be eligible for up to a total self. After 3 from home, your self. After 3 days maximum of 10 additional days of days of sick-self, Note – if you do paid COVID 19 Leave, paid at 2/3 of absence will be recorded of sick-self, you vou may be NOT work for any in AESOP as sick-self. may be eligible your normal pay per the COVID 19 eligible for up to reason, you After 3 days of sick-self, Leave Resolution. COVID 19 Leave If none of the above applies, and your for up to a total a total maximum MUST record you may be eligible for managed by Human Resources. maximum of 10 child's school or childcare is closed or of 10 additional vour absence in up to a total maximum unavailable due to COVID, click here for additional days days of paid If sick-family days have been AESOP. of 10 additional days of of paid COVID 19 more information. COVID 19 Leave exhausted, use Personal or request paid COVID 19 Leave Leave managed managed by Emergency days. managed by Human by Human Human Resources. Resources.

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Resources.