

INTEROFFICE MEMORANDUM
Office of Human Resources

To: All Staff
From: Denise Parsons, Director of Human Resources
Re: Updated Protocols for Travel Outside of Connecticut
Date: February 5, 2021

The Connecticut Travel Advisory has been updated to reflect changes in the CDC recommendations related to quarantine requirements for those who have tested positive for Covid-19. We are updating our travel protocols to reflect those edits

FOR YOUR OWN PERSONAL SAFETY, WE STRONGLY ADVISE YOU NOT TO TRAVEL AT THE CURRENT TIME.

IF TRAVEL IS UNAVOIDABLE, YOU ARE REQUIRED TO ALERT HUMAN RESOURCES IN ADVANCE OF YOUR DEPARTURE, TO DOCUMENT YOUR DESTINATION AND TRAVEL DATES. YOU MAY DO THIS BY COMPLETING [THIS BERLIN TRAVEL FORM.](#)

In consultation with the Central CT Health District, we have developed the following mandates which apply to staff travel:

- If you have traveled into an identified state (or country) that requires you to quarantine for ten (10) days upon return to Connecticut; and you wish to take the RT-PCR test in order to reduce the quarantine period to seven (7) days to return to work earlier (*A rapid antigen test or an antibody test will not satisfy the state's exception to the quarantine requirement*); then you must wait five days after returning to Connecticut before getting the RT-PCR test. *The purpose of this five-day period is to allow any potential virus infection to incubate and aid in a more accurate test result.* If this test is negative, you must provide a copy of the negative RT-PCR test result prior to returning to school.
- A person who has tested positive for COVID-19 within ninety (90) days prior to travel and who has clinically recovered, or who has not been symptomatic for a period of ten (10) days since symptom onset or positive test date, if not symptomatic, is not required to self-quarantine upon return, provided such person submits appropriate documentation prior to travel.
- At the present time, travelers who have been vaccinated against COVID-19 are still subject to the quarantine requirements of the State as well as the District protocols set forth above in paragraph one.

Travel increases your chance of contracting and spreading COVID-19. **Staying home and practicing social distancing, wearing appropriate face coverings and diligent hand washing is the best way to protect yourself and others.**

Please do not hesitate to contact Human Resources at 860-828-6581 if you have any questions.