



Return to Work Process

The following is intended to provide you with return to work protocols should you have recently travelled outside of Canada. As recommended by the Government of Canada all individuals who have recently traveled outside of Canada must under-go self-isolation.

<https://travel.gc.ca/travelling/health-safety/travel-health-notice/221>

Upon return to Canada:

- [Self-isolate](#) for 14 days after your return from travel outside of Canada.
- Monitor your health for **fever, cough or difficulty breathing**.
- Wash your hands often for 20 seconds and cover your mouth and nose with your arm when coughing or sneezing.

If you develop a **fever, cough or difficulty breathing** within 14 days:

- Continue to isolate yourself from others
- Immediately **call** a health care professional or [public health authority](#) and:
 - describe your symptoms and travel history
 - follow their instructions carefully

If you are required to **self-isolate** to ensure you or your family does not have COVID 19, you will be required to remain away from the workplace. If feasible, CCD will may consider work from home arrangements but otherwise you will be required to begin an unpaid leave of absence for 14 days beginning from the date of your return trip to Canada. The federal government has announced that the one-week waiting period will be waived for COVID-19 related EI sick benefit claims and staff are encouraged to apply if eligible.

To assist in minimizing wage loss, CCD will consider providing eligible employees access to paid entitlements such as float days, vacation, sick, lieu, etc.

It is encouraged that all staff and volunteers **self-monitor** and as an extended precautionary measure if feeling unwell call your Manager or Service Coordinator before returning to work. We also remind you to be mindful of cleaning, disinfecting and hand-hygiene practices.

Below are facts sheets prepared by the Government of Ontario and Public Health Ontario on:

1. [How to Self-Isolate](#)
2. [How to Self-Monitor](#)
3. [How to Clean and Disinfect](#)

We encourage you to reach out to your Emergency Response Team should you have questions or concerns. We can be reached at ert@communitycaredurham.on.ca. Thank you for your adherence in these practices as we endeavor to keep our staff, volunteers, clients and our communities safe.