



COVID – 19 SELF DISCLOSURE FORM

The Pueblo of Isleta’s goal is to protect the health and safety of our employees. During the COVID-19 pandemic crisis, the Pueblo is implementing emergency measures to ensure that we are doing everything we can to maintain a safe work environment.

This form is to be used to evaluate when an employee can return to work when they have possibly been exposed to COVID.

Employee Name: _____ **Position:** _____

Employee Phone: _____ **Employee Email:** _____

POI Dept.: _____ **Supervisor:** _____

Date of COVID-19 Exposure: _____

Description of Exposure: _____

Employee Signature: _____ **Date:** _____

POI ADMINISTRATIVE REVIEW

Reviewed by: _____ **Review Date:** _____

____ Received 1st dose of COVID-19 Vaccine

____ Received 2nd dose of COVID-19 Vaccine

Recommendation:

____ Not Report to Work

____ Report to Work

Approved by: _____ **Approved Date:** _____

Employee Authorized to Return to Work On:

PUEBLO OF ISLETA

COVID-19 Self-Disclosure Protocol

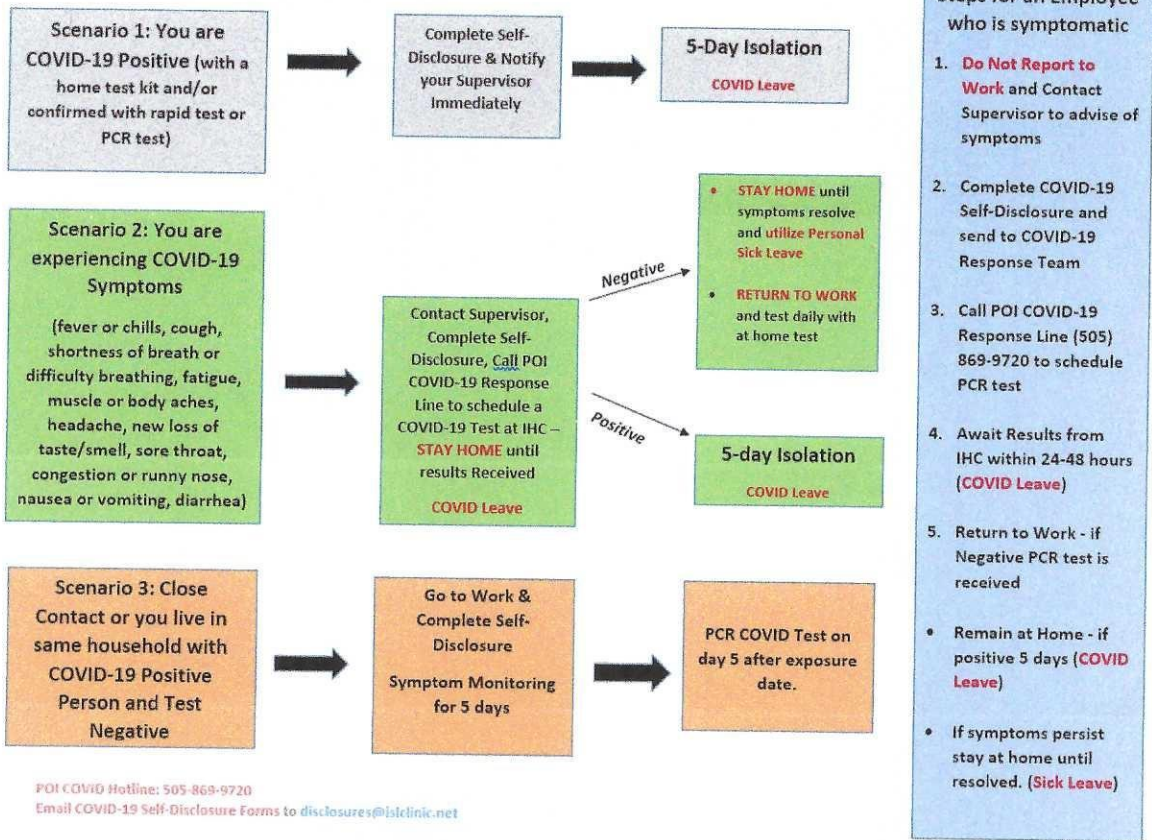
Purpose:

In an effort to promote the health and safety of our employees, their families, and the community, the Pueblo of Isleta is requiring the completion of self-disclosures related to exposure to COVID-19. All employees are required to comply with the following guidelines.

1. Exposure to COVID-19:

- a. A POI employee who is exposed to a suspected or confirmed COVID-19 positive case, and has no COVID-19 like symptoms, is to report to work.
- b. The POI employee must complete the **COVID-19 Self-Disclosure Form** and submit to the COVID-19 Response Team at disclosures@islclinic.net
- c. The COVID-19 Response Team will complete the form using the POI COVID-19 Scenario Guidelines.
 - i. POI employee who has no symptoms of COVID-19 will continue to report to work and monitor symptoms for 5 days. A PCR COVID-19 Test will be scheduled 5-days post exposure at IHC Public Health Services.
 - ii. A POI employee who develops COVID-19 like symptoms will contact Supervisor and call COVID-19 Response Line to schedule a COVID-19 test at IHC Public Health Services as soon as possible. The employee will be instructed to stay home until results are received.
- d. The **COVID-19 Self-Disclosure Form** will be completed by Safety Officer or designee with recommended plan, including time and date of post-exposure PCR COVID-19 test.
- e. POI employees required to isolate or quarantine will be eligible for COVID-19 leave approved by the Governor.

POI COVID-19 Scenario Guidelines



Approved: 
Governor Vernon B. Abeita

Date: 2/22/2022