

March 30, 2020

Dear Campus Community:

We wanted to make you aware of an order issued by the Fresno County Department of Public Health (FCDPH), which became effective today, Monday, March 30, 2020, regarding health screening of essential employees who are continuing to work on-campus.

We have confirmed with FCDPH officials that they strongly encourage these protocols, which align with the University's prior messaging to all employees. If you have any of the following symptoms, you are required to stay home and NOT come to campus:

- Fever (100.4 degrees F or higher) or feeling feverish or have chills.
- Respiratory symptoms including cough, sore throat, shortness of breath, and/or runny nose.

If you develop ANY of these symptoms during the work day, please notify your supervisor, and return home immediately for a minimum of (7) seven days, consistent with FCDPH's recommendation. In addition, as a reminder, if you have been in close contact (spent more than 15 minutes within 6 feet) with a person with a suspected or confirmed case of COVID-19, you are advised to stay home to self-isolate for 14 days from the date of contact. For information regarding temporary paid administrative leave options, refer to the campus communication dated [March 22](#).

As such, we request that you keep in close communication with your supervisor and/or manager, and that you email them when you arrive on campus for work each day (voluntary) to confirm that you are not ill and that you are not experiencing any of the above symptoms. Also, please make sure your supervisor/manager has your current contact information. If you do not have remote access to your campus email account, please let your supervisor know the best way to communicate with you.

We care about the health and well-being of our employees who continue to work on campus to support the critical functional areas. As such, out of respect to your fellow colleagues, we urge you to help us cooperate with these requirements.

Thank you,

Marylou Mendoza-Miller, SPHR

Associate Vice President for Human Resources