

PAT management and Local 85 leadership discussed employees under a 14-day quarantine and challenges obtaining appointments and follow-up letters from providers due to the current COVID-19 outbreak, Port Authority is slightly modifying its COVID-19 Return to Work (RTW) process as follows:

1. Employees who were under a medically directed COVID-19 self-quarantine can return to work on:
  - a. The date the physician states on the note for the end of the employee's self-quarantine period;
  - b. Absent an end date being stated on the medical note, the employee should RTW 14 days from the issuance or stated effective date of the note absent submitting additional medical certification to the Medical Office providing for a longer medically directed quarantine period; or
  - c. If the medical provider's note does not have any issuance date, effective date or end date on it, the employee will need to provide a medical provider note indicating the date they can RTW.

The above applies to employees under a medically directed COVID-19 self-quarantine only. Please note:

- Employees who receive a positive COVID-19 test or medical diagnosis must have a medical provider certification submitted to the Medical Office to be cleared to RTW. Port Authority reserves the ability to have these employees also undergo a RTW physical at Concentra before being cleared to RTW.
  - Employees with high risk medical conditions that make them more susceptible to COVID-19 and the RTW date is not provided on the note, the employees will need to provide a medical provider note to the Medical Officer to RTW and on a regular basis during the period of absence to document the absence still remains necessary. Port Authority reserves the ability to have these employees also undergo a RTW physical at Concentra before being cleared to RTW.
  - If the employee wants to RTW prior to the RTW date originally provided by the employee's medical provider, then an updated medical provider note will be required to be submitted to the Medical Officer with a new RTW date.
  - If an employee is out sick and returning to work for reasons unrelated to COVID-19, the employee should follow the normal sick call-off and RTW process.
2. On a daily basis, Medical will forward a list of employees approved to RTW to the location Employee Relations Representative (ER) for the purpose of updating management at their respective locations of employees cleared to RTW.