

Coronavirus/COVID-19 Guidelines | June 2022

At Bi-State Development, we continue to stress the importance of vaccination, proper masking, sanitizing, and social distancing requirements, when possible, and confirmation testing. All team members should continue to follow our COVID-19 call-off procedures and contact their management team and Absence Management. We continue to monitor emergent updates in the CDC protocols. We will follow those guidelines and may make adjustments as each situation dictates.

- If a team member is potentially exposed at work or outside of work and has no symptoms, they should continue to work.
- If a team member tests positive for COVID-19, they must contact Absence Management, 314-982-1400, ext. 1336 and provide a copy of test results.
- If the team member is positive and asymptomatic (no symptoms), they may return to work after completing a minimum of full five (5) days and being cleared by BarnesCare via a tele-screening.
- After the initial 5 days of quarantine, a mask must be worn for an additional five (5) days.

Our current leave protocols remain in place where absences are considered neutral.

- If a team member has a positive COVID-19 test result, they may use sick leave time, if available, and are not subject to the standard 2-day sick leave waiting period. If no sick leave time is available, a team member may request to use any other benefit paid leave time available to them (vacation, personal paid sick leave, etc.), or team members can take the leave as unpaid time.
- If a team member has to care for a spouse recently diagnosed with COVID-19, they may request to use vacation/PTO leave, if available, or team members can take the leave time as unpaid.

- If a team member has to care for a pre-school or a school-aged child who is quarantined due to COVID-19 exposure at their child care facility, elementary or middle school, they may request to use vacation leave or the leave time can be unpaid.
- If a team member has to care for a child diagnosed with COVID-19, they may request to use vacation leave if applicable, or team members can take the leave time as unpaid.

Managers should instruct team members to immediately report COVID-19 events to Absence Management. Absence Management must receive all supporting documentation to classify any COVID-19 absence as a neutral absence immediately following the positive test result. Any team member wanting to use vacation or PPL must coordinate directly with their facility management team.

Family Medical Leave Act (FMLA) conditions may apply. Please refer to the Absence Management Department for more details.

Absence Management can assist in scheduling no-cost COVID-19 testing through our partner, My Blooming Health.