



**STATE OF NORTH CAROLINA
OFFICE OF ADMINISTRATIVE HEARINGS**

February 9, 2022

MEMORANDUM

To: All OAH Employees

From: Donald R. van der Vaart, Director and Chief Administrative Law Judge

Re: CDC Updated Guidance for Recommended Isolation and Quarantine Periods

Effective December 27, 2021, the CDC updated its guidance regarding quarantine and isolation in response to a positive test or exposure to COVID-19. Following this update, the Office of Administrative Hearings revised its COVID Policy effective January 4, 2022 to match the CDC's recommended 5-day quarantine and isolation periods. Effective February 9, 2022, OAH is further updating its COVID Policy to follow guidance from OSHR allowing employees to work from home during isolation and quarantine periods. OAH continues to encourage all employees to wear a mask if they wish to do so.

OAH employees shall not report to work at the OAH Headquarters Building if they have had symptoms of COVID-19 (fever, cough, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell); or if they have had a risk of exposure to COVID-19 (have a family member at home with COVID-19 or having had contact with someone diagnosed with COVID-19).

Employees who test positive for COVID-19 shall isolate for 5 days if they are asymptomatic or their symptoms have resolved. If symptoms continue past 5 days, employees shall continue to isolate until a full 24 hours after any fever has resolved.

Any OAH employee exposed to COVID-19 shall quarantine for 5 days following exposure. The CDC defines "exposure" as close contact with a symptomatic or positive individual within 6 feet for a total of at least 15 minutes. If symptoms occur, individuals should quarantine and are encouraged to get tested.

Donald R. van der Vaart, Director
Chief Administrative Law Judge

Fred G. Morrison, Jr.
Senior Administrative Law Judge

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Effective February 9, 2022, if an employee is required to quarantine or isolate, then the employee may work from home during the period of quarantine or isolation in certain circumstances. To work from home, the employee shall (1) be asymptomatic, (2) obtain supervisor approval, (3) be approved to work from home one day per week under OAH's telework policy, and (4) meet all the requirements of OAH's "Pilot Teleworking Agreement" and OAH's "Alternate Work Location Safety Attestation," including having a location devoted work needs and arranging care for dependents.

The following portions of OAH's COVID policy dated July 23, 2021 remain unchanged:

1. Temperature Checks

Temperature checks will be performed by an OAH Security Officer or other employee designated by OAH only if requested by a presiding Administrative Law Judge (ALJ) or the Director of OAH. Per CDC Guidelines, any temperature 100.4 F or greater is considered a fever. Individuals with temperatures of 100.4 F or greater will not be allowed to remain in the OAH Headquarters Building.

2. Social Distancing

Social distancing may be required of all persons, regardless of vaccination status, in the discretion of a presiding ALJ or the Director of OAH if deemed necessary to protect the health and safety of all.

3. Face Coverings

Face coverings may be required of all individuals, including fully vaccinated individuals, in OAH courtrooms if ordered by the presiding ALJ, or in other areas of the OAH Headquarters Building if required by the Director of OAH.

If face coverings are required in OAH courtrooms or other areas of the OAH Headquarters Building, the official requiring the use of face coverings shall ensure that an adequate supply of face coverings is available within the identified space and shall apply the requirement uniformly to all individuals within the space.

4. Shared Equipment

- Employees should carry hand sanitizer, and use it frequently, in addition to frequently washing hands, using soap and water for at least twenty (20) seconds.
- Shared equipment must be decontaminated frequently with an EPA-approved disinfectant that will be provided.
- High touch areas on printers, copiers, fax machines, and other shared equipment must be decontaminated frequently with an EPA-approved disinfectant that will be provided.
- Employees must not use other employees' headsets or other personal items.
- If telephones must be shared, e.g., telephones located in the front desk area or in meeting rooms, they must be decontaminated frequently with an EPA-approved disinfectant that will be provided.

5. Employee Kitchen/Breakroom Area

Employees must wash hands with soap and water or use hand sanitizer before and after touching shared appliances/items, e.g., microwave, coffee pot, toaster oven, refrigerator, etc.

Appliance handles and other high touch areas, e.g., microwave, coffee pot, toaster oven, refrigerator, countertops, etc., are to be sprayed and wiped down before and after each use with an EPA-approved disinfectant that will be provided.