

## **This message has been approved by Tanya Rowell, CEO of the Public Service Commission**

-Please share this message with any employees who do not have computer access-

Today, Premier Dennis King and our Chief Public Health Officer, Dr. Heather Morrison, announced 169 new cases of COVID-19 for 680 active cases in Prince Edward Island.

We must do everything we can to limit the transmission of COVID-19 by adhering to [public health measures](#) at all times and reduce in-person interactions whenever possible, both professionally and personally.

As we ring in 2022, please be vigilant in keeping your circle of contacts small and adhere to personal gathering limits of 10 consistent people plus household members. Stay home if you aren't feeling well and [get tested](#) if you have [symptoms of COVID-19](#). Outdoor activities present less risk than indoor gatherings. People must do their own individual risk assessment to partake in activities.

**Please report to your Supervisor immediately if you have tested positive for COVID-19, or have symptoms or concerns about possible COVID-19 exposure, or if you have been advised that you need to be [tested](#) and/or [self-isolate](#).**

- Anyone who develops symptoms of COVID-19 at work must immediately perform hand hygiene, report to their Supervisor, avoid contact with staff, leave as soon as it is safe to do so, and arrange to be tested. Supervisors should then consult with their HR Manager on next steps. **Employees are not to return to work until they have consulted with their Supervisor and HR Manager.**

### **Self-isolation Requirements**

Please see [COVID-19 Self-Isolation | Government of Prince Edward Island](#) for important information on self-isolation requirements such as:

- **If you have been diagnosed with COVID-19**, you must self-isolate for at least 10 days from when your symptoms began until you are cleared by a public health official.
- **If you have symptoms and are waiting for your COVID-19 test result, and you have not traveled or been in close contact with a known COVID case**, you need to self-isolate until you receive a negative COVID-19 test result, unless otherwise instructed by a public health official.

**If you have been identified as a close contact**, please carefully review the information at <https://www.princeedwardisland.ca/en/information/health-and-wellness/covid-19-close-contacts> on associated testing and isolation requirements, including:

- ***"If you are [fully vaccinated](#): You need to isolate for 7 days after your last contact (Day 0) with the positive case, even if your first test is negative. To exit isolation on day 7, you must have a negative day 6 test.***
- ***If you are [partially vaccinated or unvaccinated](#): You need to isolate for 10 days after your last contact (Day 0) with the positive case, even if your first test is negative.***
- ***—During isolation, you cannot go to work or leave the property unless it is to get tested or for urgent medical care.***
- ***Get tested again on day 6 and day 9 after your exposure.***

- *If you develop [symptoms of COVID-19](#), isolate immediately and [get tested](#). Do not wait for your next scheduled test date.”*

### **My young child’s school is closed and I can’t arrange childcare. What do I do?**

We recognize school closures can present challenging circumstances to employees who have young children in school. All childcare centres continue to operate as they have under the guidance set out by the CPHO. We appreciate we can count on you to do your best to balance your work and personal obligations and to be present at work as much as possible.

1. If you are unable to access childcare services, please attempt to make safe alternate childcare arrangements to the best of your ability, even for part of the day or the week.
2. If you are unable to make alternate childcare arrangements, talk to your manager about possible options to work from home, to modify your work hours, or about leave options. Departments are being asked to be as flexible as reasonably and operationally possible.

### **Continued adherence to the following important measures is essential:**

- Employees and clients who are required to self-isolate **are not** permitted to enter a Government site; per the Civil Service COVID-19 Exclusion Plan (attached).
- Departments and agencies are to facilitate any staff who can effectively work remotely to do so until further notice. All meetings are to be held remotely where possible and services are to be offered virtually during this time where feasible. Public access is to be limited and if a service cannot be offered virtually, it must be done safely and in accordance with CPHO guidelines. Departments and agencies are to communicate with their staff and clients as soon as possible to advise of any process or service amendments.
- **Those who are in the workplace** must adhere to public health measures at all times and, to limit in-person interactions, are to avoid unnecessary visits to other offices, shared spaces or public areas.
- Strict physical distancing between people from different households is required in ALL workplaces, businesses, organizations and organized events.
- Workplaces must ensure measures remain in place to maintain physical distancing and ensure monitoring of and adherence to same. Retail services and store front services (e.g. Access PEI, LCC Stores, Taxation Payments) will continue to provide services within current public health measures, i.e. physical distancing, limited to 50% capacity.
- [Get vaccinated](#) against COVID-19 if you are eligible.
- **[Wearing a mask is mandatory in indoor public places](#)**, see [Civil Service Mask Protocol](#).
- Visitors coming into buildings are to be screened with the [Screening Script](#).
- [Travel](#): Out-of-province travel should be restricted to essential travel only.
- Stay informed by checking [www.princeedwardisland.ca/covid19](http://www.princeedwardisland.ca/covid19) regularly for updates from the Chief Public Health Office.

### **If you are struggling, please remember your Employee Assistance Program is here for you**

EAP provides confidential and professional counseling and resources and can be reached at: (902) 368-5738, toll-free: 1-800-239-3826, or [eap@gov.pe.ca](mailto:eap@gov.pe.ca). For more information, please see: <https://psc.gpei.ca/employee-assistance-program>.

**If you have any questions, please reach out to your Supervisor or HR Manager.**

The safety of our employees and Islanders remains our top priority, and we will continue to follow the guidance of our Chief Public Health Officer, Dr. Heather Morrison, to make decisions. Thank you for continuing to do your part for you, your family, co-workers and Islanders.

I wish you and those most special to you a very safe and happy 2022,

Tanya