



SEEK Education, Inc.

CORONAVIRUS DISEASE (COVID-19) BEST PRACTICE GUIDELINES

SEEK Education, Inc. 冠状病毒病 (COVID-19) 最佳实践指引

SEEK is considered as ESSENTIAL BUSINESS as we provide therapy services to Individuals with Disabilities

SEEK 被认为是必要的行业，因为我们为残障人士/有特殊需要的人提供治疗服务
Best Practices for Staff and Consumers Served (Updated: 10/11/2021)

为员工和消费者提供的最佳实践指引 (最后更新: 10-11-2021)

SEEK Consumer Served Protective Procedures

SEEK 消费者服务保护程序

1. Daily health screening for consumers and their family members who have in-person sessions for that week is being conducted with the following questions:
对当周接受面对面服务的消费者及其家人，将以下列问题进行日常健康检查，请回答：
1. Have you or anyone in your household experienced cold/flu like or COVID-19 symptoms in the last 48 hours?
您或家庭中的任何人在最近48小时内是否出现过感冒、流感症状或 COVID-19 症状?
 2. Have you or anyone in your household been in “close contact” with an infectious person within the last 2 days (48 hours)?
您或家庭中的任何人在过去2天 (48小时)内有没有和 COVID-19 检测阳性的人 “近距离接触” 过?
 3. Have you or anyone in your household traveled into LA County from outside of California within the past 2 days (48 hours)?
您或家庭中的任何人在过去的2周(48小时)内有没有从加州以外的地方进入洛杉矶县?

The Service Care Department will follow up on any questions answered “Yes.”
SEEK 服务支持部门将对回答 “是” 或 “有” 的任何问题再跟进。

If consumer and/or their family members have indicated that someone in the household is sick, has been exposed to someone positive for COVID, traveled out of California, SEEK reserves the right to put in-person services on hold (for up to 14 days) during the pandemic if there is a risk of spreading COVID-19. Providing empathy and sensitivity, SEEK will notify both the consumer and funding source immediately with the reason why in-person services were placed on hold. If in-person services are placed on hold, the consumer will be offered alternative means (e.g., telehealth) to continue services (if applicable and approved by funding source), and under what conditions the in-person service can resume. 如果消费者和/或他们的家庭成员表明家庭中有人生病、已暴露或接触过对 COVID 呈阳性的人、曾旅行至加州以外，如果有传播 COVID-19 的风险，则 SEEK 保留在疫情流行期间暂停（最多可达 14 天）面对面服务的权利。SEEK 将以同理心和敏感性的态度，立即向消费者和资金来源方通报暂停面对面服务的原因。如果暂停面对面服务，则将向消费者提供其他方式（如，远



	<p>程医疗) 以继续服务 (如果适用并得到资金来源的批准), 以及可以在什么条件下恢复面对面服务。</p>
2.	<p>Consumers and family members are informed that starting 4/10/20, Los Angeles City <u>requires</u> all employees of essential businesses to wear face coverings as a means to reduce the spread of COVID-19. SEEK staff who is entering consumer's home or school and conduct treatment sessions are required to wear a face covering. 消费者和家庭成员被告知, 从 4/10/20 开始, 洛杉矶市要求所有必要行业的员工都戴上口罩, 以减少 COVID-19 传播。进入消费者家中或学校并进行治疗服务的 SEEK 工作人员必须戴上口罩</p> <p>Consumers and all family members are also required to wear face coverings and practice social distancing, washing hands, and other necessary health practices during session time, to the greatest extent possible. Clinical Field Staff have been notified to let consumers and family members know directly if they are not abiding by this guideline and to submit a report to the Service Care Department immediately. References on how to make a face-covering were given to consumers/family members. 消费者和家庭成员在 SEEK 提供面对面服务时也必须戴好口罩, 并尽最大可能地保持社交距离、洗手和其他必要的健康习惯。SEEK 已通知临床现场工作人员, 让他们直接告诉消费者和家庭成员如果他们不遵守本准则, 如果消费者和家庭成员不遵守本准则, SEEK 临床现场工作人员并立即向 SEEK 服务支持部门提交报告。我们已经向消费者/家庭成员提供了有关如何制造脸部遮盖物的参考。</p> <p>If Clinical Field Staff observe that someone in the household is sick (regardless if symptoms lead to COVID-19 positive), Clinical Field Staff have been informed to notify the Service Care Department immediately during the current session. SEEK reserves the right to put in-person services on hold (for up to 14 days) during the pandemic if there is a risk of spreading COVID-19. 如果 SEEK 临床工作人员发现消费者家中有人生病 (无论症状是否指向 COVID-19 阳性), 临床工作人员被告知要当时立即通知 SEEK 服务支持部门。如果存在传播 COVID-19 的风险, SEEK 保留在疫情流行期间暂停 (最多可达 14 天) 面对面服务的权利。</p>
3.	<p>Consumers and their families are informed to continue to engage in safety practices recommended by the CDC, including: 消费者及其家人被告知继续从事CDC建议的安全实践作为, 包括:</p> <ul style="list-style-type: none">• Wear face coverings 戴口罩。• Washing hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, or sneezing, or having been in a public place. 经常用肥皂和水洗手至少20秒钟, 尤其是在擤鼻涕、咳嗽、打喷嚏或去过公共场所后。• Avoiding touching your eyes, nose, or mouth. 避免触摸你的眼睛、鼻子或嘴• Avoiding close contact with people who are sick. 避免与生病的人密切接触。



	<ul style="list-style-type: none">• Staying away from work, school, and other people if you become sick with a fever, cough, or respiratory symptoms. 如果您发烧、咳嗽或出现呼吸道症状生病，请远离工作、学校和其他人。• Eliminate or minimizing visitors. 取消或减少访客。 <p>If anyone in the household begins experiencing symptoms above, consumer and their families should contact the Service Care Department immediately to cancel treatment sessions. 如果家中任何人开始出现上述症状，消费者和其家人应该立即联系 SEEK 服务支持部门取消治疗时段。</p>
4.	<p>Consumers and/or family members showing <u>related symptoms or positive COVID-19 test</u> must self-isolate (quarantine) regardless of vaccinated/unvaccinated status. 表现出<u>相关症状或COVID-19测试呈阳性</u>的消费者和/或家庭成员必须自我隔离（检疫隔离），无论是否已接种疫苗。</p> <p>Self-Isolation (quarantine) will be required for consumers and/or family members who have 1) demonstrated symptoms related to cold, flu, and/or COVID-19 or 2) obtained positive diagnosis of COVID-19. 消费者和/或家庭成员如果1) 表现出与感冒、流感和/或COVID-19相关的症状，或2) 获得COVID-19阳性诊断，将需要进行自我隔离（检疫隔离）。</p> <p>In-person sessions will be put on hold immediately until the individual completes the self-isolation (quarantine) requirement and has completed the recovery stage. Any necessary documentation required (e.g., SIR) by the funding source will be submitted within the required timeframe. Providing empathy and sensitivity, SEEK will notify both the consumer and funding source immediately with the reason why services were placed on hold. If services are placed on hold (for up to 14 days), the consumer will be offered alternative means (e.g., telehealth) to continue services (if applicable and approved by funding source), and under what conditions the in-person service can resume. 面对面家中服务将立即暂停，直到个人完成自我隔离（检疫隔离）的要求并完成恢复阶段。资金来源所要求的任何必要文件（例如 SIR），SEEK 将在规定的时间内提交。SEEK 将以同理心和敏感性的态度，立即向消费者和资金来源方通报暂停面对面服务的原因。如果暂停（最多可达 14 天）面对面服务，则将向消费者提供其他方式（如，远程医疗）以继续服务（如果适用并得到资金来源的批准），以及可以在什么条件下恢复面对面服务。</p> <p>Services will be able to resume once the quarantined individual meets all of the following criteria: 隔离中的个人一旦达到以下<u>所有</u>条件标准，服务将可恢复：</p> <p><u>Symptomatic with Positive COVID-19 results :</u> <u>有症状, 并且有阳性COVID-19检测结果者:</u></p> <ol style="list-style-type: none">1. The individual is quarantined for a minimum 10 days from the onset of symptoms. 患者从症状发作起，至少隔离10天。

	<p>2. At least 24 hours have passed since the individual is fever-free without the use of fever reducing medications. 患者至少已经在过去的24小时无发烧且未使用降低发烧的药物。</p> <p>3. The symptoms have improved. 症状有所改善。</p> <p><u>Asymptomatic with Positive COVID-19 results:</u> <u>检测结果阳性，但无症状者：</u></p> <ol style="list-style-type: none"> 1. The individual is quarantined for a minimum 10 days after the date of the first positive diagnostic (viral) test. 在首次阳性诊断（病毒）测试日期之后，个人至少要隔离10天。 2. If symptoms develop during the quarantine, then apply the criteria from <u>Symptomatic with Positive COVID-19 results</u> (above). Note – the start of the 10 day quarantine is from the onset of symptoms when they were first detected. 如果在隔离期间出现症状，则使用有症状的COVID-19结果阳性的标准（上述）。注意- 10天隔离的开始是从首次发现到症状时开始算起。 <p><u>Symptomatic without COVID-19 results:</u> <u>有症状，但没有去做COVID-19检测者：</u></p> <ol style="list-style-type: none"> 1. The individual is quarantined for a minimum 10 days from the onset of symptoms. 患者从症状发作起，至少隔离10天。 2. At least 24 hours have passed since the individual is fever-free without the use of fever reducing medication. 患者至少已经在过去的24小时无发烧且未使用减少发烧的药物。 3. The symptoms have improved. 症状有所改善。 4. Diagnostic (viral) testing should be conducted as soon as possible to determine the presence/absence of COVID-19. We may inquire about the test outcomes as positive results may lead to <u>Symptomatic with Positive COVID-19 results</u> procedure (above). 应尽快进行诊断（病毒）测试，以确定COVID-19是否存在。我们可能会询问测试结果，因为阳性结果可能会导致根据以上条件进行有症状的，且有阳性COVID-19检测结果的隔离使用程序（上述）。
5.	<p>Consumers and/or family members <u>exposed to COVID-19 Positive Individuals.</u> <u>暴露于 COVID-9 阳性个人的消费者和/或家庭成员</u></p> <p>Consumers and/or family members who had close contact with individual(s) with confirmed diagnosis of COVID-19 would qualify under this protocol. 与确诊为 COVID-19 的个人有<u>密切接触</u>的消费者和/或家庭成员，符合以下程序条件。</p> <p>Close Contact is defined as A) being within 6 feet of someone with COVID-19 for a total of 15 minutes or more over a 24-hour period. B) You had unprotected contact with the body fluids and/or secretions from someone with COVID-19. For example, you were coughed or sneezed on, you shared a drinking cup or eating utensils, you kissed, or you provided care to them without wearing the right protective equipment. 密切接触的定义是：A) 在 24 小时内与某个 COVID-19 患者相距 6 英尺之内，持续 15 分钟或更长时间。B) 您在无保护下接触到 COVID-19 者的体液和/或分泌物。例如，别人对你咳嗽或打喷嚏、你们共用了一个水杯或饮食用具，你们亲吻，或者在没有佩戴正确的防护装备下，提供了他们照顾或服务。</p>



In-person sessions will be put on hold immediately until the individual completes the 14 days self-isolation (quarantine) requirement based on the modified guidance. Within the 14-day period, the individual must quarantine for 10 full days from the *last contact* with the infected person. The quarantine requirement is irrespective of COVID-19 test results. 根据修改后的指引，面对面家中服务将立即暂停，直到个人完成 14 天的自我隔离（检疫隔离）要求。在这 14 天期间，个人必须从与感染者的最后一次接触开始，隔离完整 10 天。此隔离要求与 COVID-19 测试结果无关。

As long as the exposed individual does not develop symptoms of COVID-19, then: 只要接触到患者的个人没有发展出 COVID-19 的症状，那么：

1. Self-isolation (quarantine) may end **after** Day 10 –or- 自我隔离（检疫隔离）可以在第 10 天之后结束 – 或者
2. The exposed individual has taken a COVID-19 viral test **on** or after Day 5 and results are negative, then self-isolation (quarantine) may end **after** Day 7. 接触患者的个人已经在第 5 天或第 5 天之后做 COVID-19 病毒检测，而且结果为阴性，那么自我隔离（检疫隔离）可在第 7 天之后结束。

If the individual continues to have contact with the infected person (e.g., the individual lives with and/or cares for the person with COVID-19), the terms of the quarantine are modified according to the following conditions.

如果个人继续与受感染的人保持接触（如，个人与 COVID-19 患者同住和/或照顾该人），则隔离条件将根据以下状况修改。

1. If the individual can avoid *close contact*, the last day of quarantine is after 10 days from when the person with COVID-19 started to follow the LADPH *Home Isolation Instructions*. 如果个人可以避免密切接触，则隔离的最后一天，是 COVID-19 者开始遵循洛杉矶县公共卫生局的居家隔离指示的 10 天之后。
2. But, if you have *close contact* with them again while they are still in *isolation*, your 10-day quarantine period will have to restart from the last day that you had close contact. 但是，如果在他们仍处于隔离期间您再次与他们有密切接触，则您的 10 天隔离期必须从与您与他们密切接触的最后一天重新开始。
3. If you cannot avoid close contact, your last day of quarantine is 10 days from the date that the person with COVID-19 was told their isolation ends. 如果您无法避免近距离接触，您的隔离的最后一天是从您所接触的那个 COVID-19 患者被告知其隔离结束之日起的 10 天。

Any necessary documentation required (e.g., SIR) by the funding source will be submitted within the required timeframe. Providing empathy and sensitivity, SEEK will notify both the consumer and funding source immediately with the reason why services were placed on hold. If services are placed on hold, the consumer will be offered alternative means (e.g., telehealth) to continue services (if applicable and

approved by funding source), and under what conditions the in-person service can resume.

资金来源所需的任何必要文件（例如 SIR）SEEK 将在规定的时间内提交。

SEEK 会用同理心和敏感性的态度立即通知消费者和资金来源，告知其面对面家中服务被暂停的原因。如果面对面家中服务暂停，将为消费者提供替代（例如远程医疗）以继续服务（如果适用并经资金来源批准），并且告知在什么条件下可以恢复面对面家中服务。

The close contact quarantine requirements are waived if the individual fulfills **all** of the following criteria: 如果个人满足下列**所有**条件标准，则密切接触情况的检疫隔离规定可以免除：

1. The individual is fully vaccinated (this means it has been 2 weeks or more since receiving the single-dose of the Johnson & Johnson/Janssen vaccine or 2 weeks or more since getting the second dose of a Pfizer or Moderna vaccine) **and** 个人已完整接种疫苗（这表示自接种一剂 Johnson & Johnson/Janssen 已 2 周或更长时间，或接种第二剂 Pfizer 或 Moderna 疫苗已 2 周或更长时间）；**以及**
2. The individual has finished the series of COVID-19 vaccine that has been listed for emergency use by the World Health Organization [WHO] **and** 个人已经完成世界卫生组织[WHO] 列举的紧急使用 COVID-19 系列疫苗，**以及**
3. The individual has had no symptoms of COVID-19 since his/her close contact. **-or-** 个人自从密切接触以来，没有出现 COVID-19 症状 **-或者-**
4. The individual has tested positive for COVID-19 within the past 3 months and recovered. 个人在过去三个月曾测出 COVID-19 阳性并且已恢复。

If consumers and/or family members are fully vaccinated and develop symptoms of COVID-19 within 14 days of their last close contact with the individual with a confirmed diagnosis of COVID-19, the consumer and/or family members must begin self-isolation (quarantine) immediately for a minimum of 10 days from the first date symptoms began. Self-isolation (quarantine) can end if: 如果消费者和/或家庭成员已完整接种疫苗，而在与某个已经确诊得到 COVID-19 者最后密切接触起算的 14 天内出现 COVID-19 症状，则消费者和/或家庭成员必须立即开始自我隔离（检疫隔离）从症状开始的第一天起至少 10 天。符合下列情况，自我隔离（检疫隔离）可以结束：

- A. At least 10 days have passed since the symptoms first started **and** COVID-19 symptoms have improved **and** at least 24 hours have passed since the individual is fever-free without the use of any fever reducing medications. 从有症状开始已经过了至少 10 天，**以及** COVID-19 症状已经改善，**以及**个人在不使用任何退烧药物下至少有 24 小时不发烧。 **-or-** **-或者-**
- B. The individual has tested negative for COVID-19 with a test* (see qualifying criteria) collected **after** symptoms began and/or a physician had diagnosed the individual with another condition that was causing symptoms **and** individual has been fever-free for 24 hours without the use of any fever reducing medications. 个人做了 COVID-19 检测为阴性，而且这个检测*(见合格的标



	<p>准)是在症状开始<u>之后</u>所作, 和/或医生诊断该人是另一个状况导致症状, <u>以及</u>个人在不使用任何退烧药物下至少有 24 小时不发烧。</p> <p>*test must be an FDA approved viral COVID-19 test that is collected and performed in a healthcare setting or certified testing site. 检测必须是经 FDA 核准的病毒 COVID-19 检测, 在一个卫生保健环境或经认证的检测场地采集和进行。*</p>
6.	<p>Consumers or any family members <u>engaging in travel outside California (including Interstate/International Travels)</u>. 消费者或家庭成员在加州境外从事旅行 (包括跨州旅行/国际旅行)。</p> <p>Unvaccinated consumers and/or any family members that reside/present in client homes who participate in traveling outside of California (by vehicle or airfare) will have to self-isolate (quarantine) for a minimum of 10 days. 没有接种疫苗的消费者和/或任何在消费者家中同住/出现的成员, 如果旅行至加州境外 (搭乘汽车或飞机), 将必须自我隔离 (检疫隔离) 至少 10 天。</p> <p>Consumers or family members must notify our Clinical Field Staff as soon as this is known. In-person service can/will be placed on hold upon the return date of consumer(s) and/or any family member(s) until the individual completes the 10 days self-isolation (quarantine) requirement if they elect not to get COVID-19 tested. Self-isolation (quarantine) will be 7 days if they get tested and have a negative COVID-19 test result. 一旦知道有这种情形时, 消费者或家庭成员就必须通知我们的临床工作人员。面对面服务有可能/将会在消费者和/或家庭成员返家之日就暂停, 直到个人完成 10 天的自我隔离 (检疫隔离) 规定, 如果他们选择不去做 COVID-19 检测的话。如果他们选择做检测而且检测结果为阴性, 则自我隔离 (检疫隔离) 为 7 天。</p> <p>Providing empathy and sensitivity, SEEK will notify both the consumer and funding source immediately with the reason why services were placed on hold. If services are placed on hold, the consumer will be offered alternative means (e.g., telehealth) to continue services (if applicable and approved by funding source), and under what conditions the in-person service can resume. SEEK 会用同理心和敏感性的态度立即通知消费者和资金来源, 告知其面对面家中服务被暂停的原因。如果面对面家中服务暂停, 将为消费者提供替代 (例如远程医疗) 以继续服务 (如果适用并经资金来源批准), 并且告知在什么条件下可以恢复面对面家中服务。</p> <p>The domestic travel quarantine requirements are waived if the individual is vaccinated and fulfills all of the following criteria (vaccination information will need to be provided for this to be waived): 如果个人接种了疫苗而且达到以下<u>所有</u>标准, 则国内旅行的隔离要求可以免除:</p> <ol style="list-style-type: none">1. The individual is fully vaccinated (this means it has been 2 weeks or more since receiving the single-dose of the Johnson & Johnson/Janssen vaccine or 2 weeks or more since getting the second dose of a Pfizer or Moderna vaccine) and 个人已完整接种疫苗 (这表示自接种一剂 Johnson & Johnson/Janssen 已 2 周



或更长时间，或接种第二剂 Pfizer 或 Moderna 疫苗已 2 周或更长时间），
以及

2. The individual has finished the series of COVID-19 vaccine that has been listed for emergency use by the World Health Organization [WHO] **and** 个人已经完成世界卫生组织 [WHO] 列举的紧急使用 COVID-19 系列疫苗，以及
3. The individual has had no symptoms of COVID-19 since his/her return to Los Angeles County. 从回到洛杉矶县之后，个人没有出现 COVID-19 的症状。

If consumer and/or family members participate in international travel:

如果消费者和/或家庭成员从事国际旅行：

Unvaccinated consumers and/or family members must:

未接种疫苗的消费者和/或家庭成员必须：

1. Get tested with a viral test 3-5 days after travel **and** stay home and self-quarantine for full 7 days after travel. 在旅行之后 3-5 天做病毒检测，以及旅行之后留在家中自我隔离完整 7 天。
2. If no test is taken, then quarantine for full 10 days after travel. 如果不做检测，则旅行之后隔离完整 10 天。
3. Must self-monitor for COVID-19 symptoms; isolate and get tested if develop symptoms. 必须自我监控 COVID-19 的症状；如果出现症状则隔离和进行检测。

Vaccinated consumers and/or family members must:

接种了疫苗的消费者和/或家庭成员必须：

1. Get tested with a viral test 3-5 days after travel. 在旅行之后 3-5 天做病毒检测
2. Self monitor for COVID-19 symptoms; isolate and get tested if develop symptoms. 必须自我监控 COVID-19 的症状；如果出现症状则隔离和进行检测。
3. Follow all state and local recommendations or requirements. 遵循州和地方政府所建议或要求的事项。



SEEK Education's Office Staff Protective Procedures SEEK Education 的办公室和办公室员工保护程序	
1.	All SEEK's office facilities follow the guidelines ordered by the County of Los Angeles Department of Public Health. SEEK 的所有办公设施均遵循洛杉矶县公共卫生局的要求指引。
2.	SEEK's office staff is informed to avoid entering the facility if they have a cough or fever and to maintain a minimum six-foot distance from one another. A poster of "Stop entering the facility if exhibit symptoms" is posted at each public entrance of the facility. SEEK 的办公室工作人员被告知，如果他们咳嗽或发烧，请避免进入公司，并且彼此之间保持至少六英尺的距离。公司的每个公共入口均张贴有“如果出现症状则停止进入”的布告。
3.	Office staff who can carry out their work duties from home have been directed to do so. 可以在家中执行工作任务的办公室工作人员已被指示在家工作。
4.	All SEEK office staff have been instructed not to come to work if sick. 所有 SEEK 办公室工作人员已被告知生病时请勿到公司上班。
5.	<p>A daily health screening for office staff is required with the following questions: 办公室工作人员进公司前需要进行日常健康检查，回答以下问题：</p> <ol style="list-style-type: none">1. Have you or anyone in your household experienced cold/flu like or COVID-19 symptoms in the last 48 hours? 您或家庭中的任何人在最近48小时内是否出现过感冒、流感症状或 COVID-19 症状？2. Have you or anyone in your household been in "close contact" with an infectious person within the last 2 days (48 hours)? 您或家庭中的任何人在过去2天 (48小时)内有没有和COVID-19检测阳性的人“近距离接触”过？3. Have you or anyone in your household traveled into LA County from outside of California within the past 2 days (48 hours)? 您或家庭中的任何人在过去的2周(48小时)内有没有从加州以外的地方进入洛杉矶县？4. Answering "Yes" to any one of questions 1-3 will be followed up with: 对问题1-3中有任何一个回答为“是”或“有”，我们将跟进以下信息：<ol style="list-style-type: none">a. Have you received the final dose of the COVID-19 vaccine? 您是否已接种COVID-19疫苗的最后剂？b. Date of the final dose. 最后一剂的日期 <p>The Human Resources department will follow up on any "Yes" responses and follow the proper procedure to mitigate the spread of COVID-19. <i>Qualifying for the fully vaccinated (2 weeks after the final vaccine dose) may determine if quarantine is needed.</i> SEEK 人力资源部将对任何“是/有”的回应进行跟进，并遵循适当的程序来减轻 COVID-19 的传播。完全接种疫苗（最后一剂疫苗之后 2 周），如果符合资格，我们可决定是否需要隔离。</p>
6.	A designated staff will be assigned to take and document all staff and visitor's temperature who have entered the building. If staff/visitors have a temperature of 100.4 or higher (38 C or higher), and/or report is observed to have flu-like symptoms such as fever, shortness of breath/difficulty of breathing, and/or body aches and pain,



	<p>they will be required to leave and will not be able to enter the building until further notice.</p> <p>一个指定的工作人员将记录所有进入公司大楼的人员和访客的体温。如果员工/访客的温度为 100.4 华氏度或更高（38 摄氏度或更高），并且/或者指定人员报告观察到来者有类似流感的症状，例如发烧、呼吸急促/呼吸困难、和/或身体疼痛，则需要请他们离开，直到另行通知才能进入公司大楼。</p> <p>For the West Covina office, the designated person will take all staff/visitor's temperature at our lobby window. Staff/visitors will be provided the "health screening" questions after temperature check to ensure compliance of daily health screening. The designated person will wear PPE when taking individual's temperature. 对于 West Covina 办公室，一个指定人员将在我们正门的柜台窗口查看所有员工/访客的体温。在检查所有员工/访客的温度后，将向工作人员/访客提供“健康检查”问题，以确保遵守了日常健康检查。指定人员在测量个人体温时将穿戴个人防护装备（PPE）。</p> <p>For the San Gabriel office, the designated person will take all staff/visitor's temperature at the main entrance. Staff/visitors will be provided the "health screening" questions after temperature check to ensure compliance of daily health screening. The designated person will wear PPE when taking individual's temperature. 对于 San Gabriel 办公室，一个指定人员将在我们正门查看所有员工/访客的体温。在检查所有员工/访客的温度后，将向工作人员/访客提供“健康检查”问题，以确保遵守了日常健康检查。指定人员在测量个人体温时将穿戴 PPE。</p>
7.	<p>All SEEK office staff is provided with face coverings and face shield to be used at work at no-cost and are required to wear face coverings at all times (with the exceptions of being on break/lunch or having a private office that is not shared with another individual) 所有 SEEK 办公室人员均免费配有口罩和面罩，并且在上班期间必须始终戴著口罩（休息/午休、或有私人办公室不与其他人共享者除外）。</p>
8.	<p>All desks or individual workstations are separated by at least six feet from each other. 所有办公桌或单独工作站之间，至少相距六英尺。</p>
9.	<p>Break rooms and restrooms are being disinfected at least once a day Monday through Friday. 在周一至周五期间，休息室和洗手间每天都至少消毒一次。</p> <p>The cleaning crew disinfects work stations, break rooms, restrooms, and common areas once a week at our San Gabriel office and twice a month at our West Covina office. 清洁人员每周在我们的 San Gabriel 办公室和每月两次在我们的 West Covina 办公室对员工工作站、休息室、洗手间和公共区域进行消毒。</p>
10.	<p>Disinfectant and related supplies are available to all staff at their own station and the supplies room. 所有员工在自己的工作站和用品室都有消毒和相关用品可以使用。</p>
11.	<p>Hand sanitizer effective against COVID-19 is available to all staff at each staff's own station. 每个员工自己的工作站都有可以抗 COVID-19 的洗手液。</p>
12.	<p>Soap and water are available to all staff in restrooms, break rooms, and sink stations. 休息室和洗手间都有肥皂和水供所有员工使用。</p>
13.	<p>Staff is allowed frequent breaks to wash their hands. 员工被允许经常休息去洗手。</p>



14.	<p>Visitors are by appointments only and have to complete the health screening and temperature check at the lobby window before being allowed into the facility. 访客必须有预约，并且必须在前门柜台完成健康检查清单和体温检查，然后才能进入公司设施。所有访客在我们设施之内都必须始终佩戴口罩。</p>
15.	<p>Staff are informed to engage in safety practices, including: 员工被告知遵守安全规范，包括：</p> <ul style="list-style-type: none">• Wearing face covering during work hours (except during breaks outside of their office area). 在工作时间内（除在其办公区域外的休息时间）要戴上口罩。• Washing hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, sneezing, or having been in a public place. Poster of proper handwashing is posted in all restrooms and available sinks. 经常用肥皂和水洗手至少20秒钟，尤其是在擤鼻涕、咳嗽、打喷嚏或去过公共场所后。• Avoiding touching your eyes, nose, and/or mouth. 避免触摸眼睛、鼻子和/或嘴巴。• Avoiding close contact with people who are sick. 避免与生病的人密切接触• Staying away from work, school, and other people if you become sick with a fever, cough, or respiratory symptoms. 如果您发烧、咳嗽或出现呼吸道疾病，请远离工作、学校和其他人。• Eliminate or minimize visitors. 取消或减少访客。
16.	<p>Staff who come in sick will be sent home immediately. 患病的员工将被立即送回家。</p> <p>The Human Resources department will follow up with the staff and implement proper procedures to ensure the staff is symptoms free before returning to work. 人力资源部将跟进员工并执行适当的程序，以确保员工在重返工作岗位之前无任何症状。</p>
17.	<p>Staff who get admitted and discharged from a medical facility for non-COVID-19 related issues will be required to submit clearance of discharge from the medical facility to be cleared to resume regular duties to the Human Resources department. 因非 COVID-19 相关问题而进入医疗机构诊治而后来出院的工作人员，必须提交从医疗机构出院的证明，才可以由人力资源部通过，恢复其平常工作职责。</p>
18.	<p>Staff and/or any family member(s) who reside or live in same household who are showing <u>related symptoms or positive COVID-19 test</u> must self-isolate (quarantine) regardless of vaccinated/unvaccinated status. 员工或居住在员工家的任何家庭成员出现相关症状或 COVID-19 检测呈阳性时，必须自我隔离（检疫隔离），无论是否已经接种疫苗。</p> <p>Self-Isolation (quarantine) will be required for staff and/or family members who have 1) demonstrated symptoms related to cold, flu, and/or COVID-19 or 2) obtained positive diagnosis of COVID-19 regardless of vaccinated/unvaccinated status.</p>

	<p>工作人员和/或家庭成员如果 1) 表现出与感冒、流感和/或 COVID-19 有关的症状或 2) 获得 COVID-19 阳性诊断，则需要自我隔离（检疫隔离），无论是否已经接种疫苗。</p> <p>For staff, a diagnostic (viral) testing will be required to be conducted as soon as possible to determine the presence/absence of COVID-19 for staff. Test results are required to be submitted to our Human Resources department for review and clearance to resume in person office work.</p> <p>有这种情况的工作人员必须尽快做(病毒性)诊断检测，以判别COVID-19是否仍然存在。检测结果需要提交给人力资源部查核，以便恢复回到公司上班工作。Staff will be provided all necessary equipment to work from home during self-isolation period and will be able to resume in person office work once the quarantined individual meets all of the following criteria:</p> <p>在自我隔离期间，公司将为工作人员提供所有必要的工作所需设备，使其可以在家工作，并且一旦被隔离的工作人员满足以下<u>所有</u>条件，便可以恢复回到公司上班工作：</p> <p><u>Symptomatic with Positive COVID-19 results (regardless of COVID vaccination):</u> <u>有症状的, 并且有阳性COVID-19检测结果（无论是否接种COVID疫苗）：</u></p> <ol style="list-style-type: none"> 1. The individual is quarantined for a minimum 10 days from the onset of symptoms. 从症状发作起，患者至少隔离10天。 2. At least 24 hours have passed since the individual is fever-free without the use of fever reducing medications. 患者至少已经在过去的24小时无发烧且未使用降低发烧的药物。 3. The symptoms have improved. 症状有所改善。 <p><u>Asymptomatic with Positive COVID-19 results (regardless of COVID vaccination):</u> <u>COVID-19检测结果阳性，但无症状（无论是否接种了COVID疫苗）：</u></p> <ol style="list-style-type: none"> 1. The individual is quarantined for a minimum 10 days after the date of the first positive diagnostic (viral) test. 在首次阳性诊断（病毒）检测日期之后，个人至少要隔离10天。 2. If symptoms develop during the quarantine, then apply the criteria from <u>Symptomatic with Positive COVID-19 results</u> (above). Note – the start of the 10 day quarantine is from the onset of symptoms when they were first detected. 如果在隔离期间出现症状，则使用症状性COVID-19结果阳性的标准（上述）。注意 - 10天隔离的开始是从首次检测到症状时开始算起。
19.	<p>Staff and/or family members <u>exposed to COVID-19 Positive Individuals</u>. <u>接触到 COVID-19 阳性个人的员工和/或其家庭成员。</u></p> <p>Staff and/or family members who had close contact with individual(s) with confirmed diagnosis of COVID-19 would qualify under this protocol. 与确诊为 COVID-19 的个人有密切接触的员工和/或其家庭成员将符合以下程序条件。</p> <p>Close Contact is defined as A) being within 6 feet of someone with COVID-19 for a total of 15 minutes or more over a 24-hour period. B) You had unprotected contact with the body fluids and/or secretions from someone with COVID-19. For example,</p>



you were coughed or sneezed on, you shared a drinking cup or eating utensils, you kissed, or you provided care to them without wearing the right protective equipment. 密切接触的定义是：A) 在 24 小时内与某个 COVID-19 患者相距 6 英尺之内，持续 15 分钟或更长时间。B) 您在无保护下接触到 COVID-19 者的体液和/或分泌物。例如，别人对你咳嗽或打喷嚏、你们共用了一个水杯或饮食用具，你们亲吻，或者在没有佩戴正确的防护装备下，提供了他们照顾或服务。

Unvaccinated staff and/or family members who has been determined to be exposed to COVID-19 positive individual must begin self-isolation (quarantine) as soon as they were notified of exposure. Staff will be required to take a COVID-19 viral test result between days 5 through 7 of quarantine and submit results to our Human Resources department to be cleared to resume in person office work. 没有接种疫苗的工作人员和/或家庭成员如果被判定接触到 COVID-19 确诊者，则接获这样的通知时就必须开始自我隔离（检疫隔离）。工作人员必须在隔离的第 5 天至第 7 天之间做 COVID-19 检测，检测结果提交给人力资源部，才能获准回到公司上班工作。

Staff will be provided all necessary equipment to work from home during self-isolation period and will be able to resume in person office work once the quarantined individual meets all of the following criteria based on the modified guidance. Within the 10-day period, the individual must quarantine for 10 full days from the *last contact* with the infected person. The quarantine requirement is irrespective of COVID-19 test results. 在自我隔离期间，公司将提供所有在家工作的必要设备，以便工作人员在符合下列所有根据修订指引的标准后将可回到公司上班工作。在 10 天期间，个人必须隔离从与患者最后接触起算完整 10 天。隔离的要求与 COVID-19 检测结果无关。

As long as the exposed individual does not develop symptoms of COVID-19, then: 只要接触到患者的个人不发展出 COVID-19 症状，则

1. Self-isolation (quarantine) may end after Day 10 –or- 自我隔离（检疫隔离）可以在第 10 天之后结束。-或者-
2. The exposed individual has taken a COVID-19 viral test on or after Day 5 and results are negative, then self-isolation (quarantine) may end after Day 7. 接触到患者的个人已在第 5 天或第 5 天之后做 COVID-19 病毒检测，而且结果为阴性，则自我隔离（检疫隔离）可以在第 7 天之后结束。

If the individual continues to have contact with the infected person (e.g., the individual lives with and/or cares for the person with COVID-19), the terms of the quarantine are modified according to the following conditions. 如果此员工继续与受感染的人保持接触（如，此员工与 COVID-19 的人同住和/或照顾该人），则隔离条件将根据以下条件进行修改。

1. If the individual can avoid *close contact*, the last day of quarantine is after 10 days from when the person with COVID-19 started to follow the LADPH *Home Isolation Instructions*. 如果个人可以避免密切接触，则隔离的最后一

天，是 COVID-19 者开始遵循洛杉矶县公共卫生局的居家隔离指示的 10 天之后。

2. But, if you have *close contact* with them again while they are still in *isolation*, your 10-day quarantine period will have to restart from the last day that you had close contact. 但是，如果在他们仍处于隔离期间您再次与他们有密切接触，则您的 10 天隔离期必须从与您与他们密切接触的最后一天重新开始。
3. If you cannot avoid close contact, your last day of quarantine is 10 days from the date that the person with COVID-19 was told their isolation ends. 如果您无法避免近距离接触，您的隔离的最后一天是从您所接触的那个 COVID-19 患者被告知其隔离结束之日起的 10 天。

The close contact quarantine requirements are waived (including COVID-19 testing) if the individual fulfills all of the following criteria:

如果个人达到以下所有标准，则密切接触的隔离要求可以免除（包括 COVID-19 检测）：

1. The individual is fully vaccinated (this means it has been 2 weeks or more since receiving the single-dose of the Johnson & Johnson/Janssen vaccine or 2 weeks or more since getting the second dose of a Pfizer or Moderna vaccine) and 个人已完整接种疫苗（这表示自接种一剂 Johnson & Johnson/Janssen 已 2 周或更长时间，或接种第二剂 Pfizer 或 Moderna 疫苗已 2 周或更长时间），以及
2. The individual has finished the series of COVID-19 vaccine that has been listed for emergency use by the World Health Organization [WHO] and 个人已经完成世界卫生组织 [WHO] 列举的紧急使用 COVID-19 系列疫苗，以及
3. The individual has had no symptoms of COVID-19 since his/her close contact. -or- 个人自从密切接触以来，没有出现 COVID-19 症状 -或者-
4. The individual had tested positive for COVID-19 within the past 3 months and recovered. 个人在过去 3 个月内 COVID-19 检测阳性而已经恢复。

If staff and/or family members are fully vaccinated and develop symptoms of COVID-19 within 14 days of their last close contact with the individual with a confirmed diagnosis of COVID-19, the staff and/or family members must begin self-isolation (quarantine) immediately for a minimum of 10 days from the first date symptoms began. Self-isolation (quarantine) can end if: 如果工作人员和/或家庭成员已完整接种疫苗，而在与 COVID-19 确诊患者最后密切接触的 14 天内出现 COVID-19 症状，则工作人员和/或家庭成员必须立即开始自我隔离（检疫隔离），从症状开始第一天起隔离至少 10 天。在下列情况下自我隔离（检疫隔离）可以结束，如果：

- A. At least 10 days have passed since the symptoms first started and COVID-19 symptoms have improved and at least 24 hours have passed since the individual is fever-free without the use of any fever reducing medications. 从有症状开始已经过了至少 10 天，以及 COVID-19 症状已经改善，以及个人在不使用任何退烧药物下至少有 24 小时不发烧。-or- 或者-



	<p>B. The individual has tested negative for COVID-19 with a test* (see qualifying criteria) collected after symptoms began and/or a physician had diagnosed the individual with another condition that was causing symptoms and individual has been fever-free for 24 hours without the use of any fever reducing medications. 个人做了 COVID-19 检测为阴性，而且这个检测*(见合格的标准)是在症状开始之后所作，和/或医生诊断该人是另一个状况导致症状，以及个人在不使用任何退烧药物下至少有 24 小时不发烧。</p> <p>*test must be an FDA approved viral COVID-19 test that is collected and performed in a healthcare setting or certified testing site 检测必须是经 FDA 核准的病毒 COVID-19 检测，在一个卫生保健环境或经认证的检测场地采集和进行。*</p>
20.	<p>Staff or any family members <u>engaging in travel outside California (including Interstate/International Travels)</u>. <u>从事加州境外旅行（包括跨州/国际旅行）</u>的工作人员或其任何家庭成员。</p> <p>Unvaccinated staff and/or any family members that reside in the same home who participate in traveling outside of California (by vehicle or airfare) will have to self-isolate (quarantine) for a minimum of 10 full days following the first day of returning home if they elect to not get COVID-19 tested upon return to Los Angeles County. Self-Isolation (quarantine) can be reduced to minimum 7 days if COVID-19 viral test is taken upon return on Days 3 through 5 of quarantine after travel. 没有接种疫苗的员工和/或居住在同一家中的任何家庭成员如果旅行至加州境外（搭乘汽车或飞机），如果选择不在回到洛杉矶县时立刻去做 COVID-19 检测，则将必须在回到家之后自我隔离（检疫隔离）至少完整 10 天。如果在旅行之后的隔离期间的第 3 日至第 5 日之间做 COVID-19 病毒检测，则自我隔离（检疫隔离）可以减少到至少 7 天。</p> <p>Staff will be provided all necessary equipment to work from home during self-isolation period and will be able to resume in person office work once the quarantined individual meets all of the following criteria based on the modified guidance. 在自我隔离期间，公司将提供所有在家工作的必要设备，以便工作人员在达到下列所有根据修订指引的标准后将可回到公司上班工作。</p> <p>Unvaccinated staff will <u>be required</u> to take a COVID-19 viral test result between days 3 through 5 of quarantine and submit results to our Human Resources department to be cleared to resume in person office work. If results are negative, then staff will be cleared to resume in person office work on Day 8 following the first day of quarantine. 没有接种疫苗的工作人员必须在隔离的第 3 天至第 5 天之间做 COVID-19 病毒检测，检测结果提交给人力资源部，才能获准回到公司上班工作。如果检测结果为阴性，工作人员可获准在隔离第一天起算的第 8 天回到公司上班工作。</p> <p>If results are positive, staff will be able to resume in person office work once the quarantine individual meets all of the following criteria: 如果 COVID-19 检测结果为阳性，隔离员工一旦满足以下所有条件，就可以回到公司上班。</p>

Symptomatic with Positive COVID-19 results (regardless of COVID vaccination):
有症状的, 并且有阳性COVID-19检测结果 (无论是否接种COVID疫苗):

1. The individual is quarantined for a minimum 10 days from the **onset of symptoms**. **从症状发作起, 患者至少隔离10天。**
2. At least 24 hours have passed since the individual is fever-free without the use of fever reducing medications. **患者至少已经在过去的24小时无发烧且未使用降低发烧的药物。**
3. The symptoms have improved. **症状有所改善。**

Asymptomatic with Positive COVID-19 results (regardless of COVID vaccination):
COVID-19检测结果阳性, 但无症状 (无论有没有接种COVID疫苗):

1. The individual is quarantined for a minimum 10 days **after the date of the first positive diagnostic (viral) test**. **在首次阳性诊断 (病毒) 检测日期之后, 个人至少要隔离10天。**
2. If symptoms develop during the quarantine, then apply the criteria from Symptomatic with Positive COVID-19 results (above). Note – the start of the 10 day quarantine is from the onset of symptoms when they were first detected. **如果在隔离期间出现症状, 则使用症状性COVID-19结果阳性的标准 (上述)。注意 - 10天隔离的开始是从首次检测到症状时开始算起。**

The domestic travel quarantine requirements are waived (including COVID-19 testing) if the individual fulfills **all** of the following criteria: **如果个人符合以下所有标准, 则可免除国内旅行的检疫隔离要求 (包括 COVID-19 检测):**

1. The individual is fully vaccinated (this means it has been 2 weeks or more since receiving the single-dose of the Johnson & Johnson/Janssen vaccine or 2 weeks or more since getting the second dose of a Pfizer or Moderna vaccine) **个人已完整接种疫苗 (这表示自接种一剂 Johnson & Johnson/Janssen 已 2 周或更长时间, 或接种第二剂 Pfizer 或 Moderna 疫苗已 2 周或更长时间) and**
2. The individual has finished the series of COVID-19 vaccine that has been listed for emergency use by the World Health Organization [WHO] **and 个人已经完成世界卫生组织 [WHO] 列举的紧急使用 COVID-19 系列疫苗, 以及**
3. The individual has had no symptoms of COVID-19 since his/her return to Los Angeles County. **从回到洛杉矶县之后, 个人没有出现 COVID-19 的症状。**

*Note: Traveling is not restricted by LACDPH, so quarantine/isolation does not qualify for COVID Supplemental Sick Pay. ***注意: 由于旅行不在 LACDPH 的限制之列, 因此员工检疫隔离/隔离并不符合 COVID 补充病假工资的资格。**

If staff and/or family members participate in international travel:

如果工作人员和/或家庭成员从事国际旅行:

Unvaccinated staff and/or family members must:

没有接种疫苗的工作人员和/或家庭成员必须:



<ol style="list-style-type: none">1. Get tested with a viral test 3-5 days after travel and stay home and self-quarantine for full 7 days after travel. 在旅行之后 3-5 天做病毒检测，以及旅行之后留在家中自我隔离完整 7 天。2. If no test is taken, then quarantine for full 10 days after travel. 如果不做检测，则旅行之后隔离完整 10 天。3. Must self-monitor for COVID-19 symptoms; isolate and get tested if develop symptoms. 必须自我监控 COVID-19 的症状；如果出现症状则隔离和进行检测。 <p><u>Vaccinated</u> staff and/or family members must: 接种过疫苗的工作人员和/或家庭成员必须：</p> <ol style="list-style-type: none">1. Get tested with a viral test 3-5 days after travel. 在旅行之后 3-5 天做病毒检测2. Self monitor for COVID-19 symptoms; isolate and get tested if develop symptoms. 自我监控 COVID-19 的症状;如果出现症状则隔离和进行检测。3. Follow all state and local recommendations or requirements. 遵循州和地方政府所建议或要求的事项。
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SEEK Clinical Field Staff Protective Procedures SEEK 临床工作人员保护程序	
1.	The Clinical Field Staff can carry out their work duties from home and provide services to consumers using telehealth/remotely when approved. 临床工作人员可以在家中执行其工作职责，并且在获得批准后可以远程医疗向消费者提供服务。
2.	All Clinical Field Staff have been instructed not to come to work if sick. 所有临床工作人员已被指示生病时请勿上班。
3.	<p>Daily health screening for Clinical Field Staff who have in-person sessions for that day is being conducted with the following questions: 临床工作人员那天若要到消费者家中提供面对面服务. 需要进行日常健康检查，回答以下问题：</p> <ol style="list-style-type: none">1. Have you or anyone in your household experienced cold/flu like or COVID-19 symptoms in the last 48 hours? 您或家庭中的任何人在最近48小时内是否出现过感冒、流感症状或 COVID-19症状？2. Have you or anyone in your household been in “close contact” with an infectious person within the past 2 days (48 hours)? 您或家庭中的任何人在过去2天 (48小时)内有没有和COVID-19检测阳性的人“近距离接触”过？3. Have you or anyone in your household traveled into LA County from outside of California within the past 2 days (48 hours)? 您或家庭中的任何人在过去的2周(48小时)内有没有从加州以外的地方进入洛杉矶县4. Answering “Yes” to any one of questions 1-3 will be followed up with: 对问题1-3中有任何一个回答为“是”或“有”，我们将跟进以下信息：<ol style="list-style-type: none">a. Have you received the final dose of the COVID-19 vaccine? 您是否已接种COVID-19疫苗的最后一剂？b. Date of the final dose. 最后一剂的日期 <p>The Human Resources department will follow up on any ”Yes” responses and follow the proper procedure to mitigate the spread of COVID-19. <i>Qualifying for the fully vaccinated (2 weeks after the final vaccine dose) may determine if quarantine is needed.</i> SEEK人力资源部将对任何“是/有”的回应进行跟进，并遵循适当的程序来减轻COVID-19的传播。完全接种疫苗（最后一剂疫苗之后2周），如果符合资格，我们可决定是否需要隔离。</p>
4.	<p>Starting 4/10/20, Los Angeles City requires all employees of essential businesses to wear face coverings as a means to reduce the spread of COVID-19. 消费者和家庭成员被告知，从 4/10/20 开始，洛杉矶市要求所有必要行业的员工都戴上口罩，以减少 COVID-19 传播。</p> <p>Instruction of wearing a face-covering during an in-person session and how to make a face-covering was given to all Clinical Field Staffs. 我们已经向临床工作人员提供有关在面对面服务中佩戴口罩，和如何制造口罩/脸部遮盖物的指示。</p>



5.	Face coverings, face shields, and hand sanitizers are made available and distributed at no-cost to Clinical Field Staff. 我们免费提供口罩、面罩和消毒洗手液给临床工作人员。
6.	<p>Clinical Field Staff are informed to continue to engage in safety practices recommended by the CDC, including: 临床工作人员被告知继续从事CDC建议的安全实践作为, 包括:</p> <ul style="list-style-type: none">• Wearing face covering during work hours. 戴口罩• Washing hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, sneezing, or having been in a public place. 经常用肥皂和水洗手至少20秒钟, 尤其是在擤鼻涕、咳嗽、打喷嚏或去过公共场所后。• Staff must wear protective gear (i.e., gloves and face masks) if providing assistance with client toileting and grooming lessons. 工作人员如果提供消费者有关如厕和生活自理的训练, 必须佩戴保护装备(即, 手套和口罩)。• Avoiding touching your eyes, nose, and/or mouth. 避免触摸眼睛、鼻子和/或嘴巴。• Avoiding close contact with people who are sick. 避免与生病的人密切接触。• Staying away from work, school, and other people if you become sick with a fever, cough, or respiratory symptoms. 如果您发烧、咳嗽或出现呼吸道症状生病, 请远离工作、学校和其他人。• Eliminate or minimize visitors. 取消或减少访客。• Not to report to the consumer's home and contact the Service Care Department immediately if experiencing any symptoms described above. 如果出现上述任何症状, 不要到消费者家中, 需立即联系 SEEK 服务支持部门治疗时段。
7.	<p>For the Youth and Adult Services, use the same procedures as the in-person session. When taking the consumer out to the community, staff and consumers must wear a face covering and remain at least 6 feet away from one another. Go to the location that provides handwashing stations and use hand sanitizer with at least 60% alcohol if soap and water are not available. 如果临床现场工作人员提供家中/社区青年和成人治疗服务, 请使用与面对面家中服务相同的程序。将消费者带到社区时, 工作人员和消费者必须戴上口罩, 并且彼此之间至少保持6英尺的距离。如果没有肥皂和水, 请前往提供洗手台的地点, 并使用至少含60%酒精的洗手液。</p> <p>When transporting the consumer to the community, the consumer should be sitting in the back seat of the vehicle instead of the passenger seat. Vehicle windows should be rolled down when possible to improve ventilation in the car. Disinfect the high touch surfaces in the vehicle with a disinfectant spray before and after transporting the consumer. 在运输消费者到社区时, 消费者应坐在车辆的后座而不是前座乘客座位上。如有可能, 应将车窗打开以改善车内的通风状况。在运输消费者之前和之后, 用消毒喷雾剂对车辆高接触表面进行清洁。</p> <p>Disinfectant sprays and supplies are made available and distributed at no cost to the Clinical Field Staff. 我们将提供消毒喷雾剂免费分发给临床现场人员。</p>



8.	<p>Clinical Field Staff are informed to report to the Service Care Department immediately if there are any potential COVID-19 symptoms, known COVID-19 exposure, or potential individual/family travel plans – either observed or reported by the consumers/family they serve. 临床工作人员已被告知如果观察到，或者由所服务的消费者/家庭所报告的任何潜在的 COVID-19 症状、已知的 COVID-19 暴露、或潜在的消费者/家庭旅行计划，应立即向服务支持部门报告。</p> <p>Mitigation plans in response to each situation will be developed case-by-case following the best practices and recommendations given by the CDC/LACDPH. 我们将根据 CDC / LACDPH 给出的最佳实践和建议，逐案制定针对每种情况的缓解计划。</p>
9.	<p>Clinical Staff who get admitted and discharged from a medical facility for non-COVID-19 related issues, will be required to submit clearance of discharge from the medical facility to be cleared to resume regular duties. 因非 COVID-19 相关问题而进入医疗机构诊治而后来出院的临床工作人员，必须提交从医疗机构出院的证明，才可以恢复其平常工作职责。</p>
10.	<p>Clinical Field Staff and/or any family member(s) who reside or live in same household who are showing <u>related symptoms or positive COVID-19 test</u> must self-isolate (quarantine) regardless of vaccinated/unvaccinated status. 临床工作人员或居住在员工家的任何家庭成员出现相关症状或 COVID-19 检测呈阳性时，必须自我隔离（检疫隔离），无论是否已经接种疫苗。</p> <p>Self-Isolation (quarantine) will be required for staff who have 1) demonstrated symptoms related to cold, flu, and/or COVID-19 or 2) obtained positive diagnosis of COVID-19. 工作人员如果 1) 表现出与感冒、流感和/或 COVID-19 相关的症状，或 2) 获得 COVID-19 阳性诊断，将进行自我隔离（检疫隔离）。</p> <p>For clinical field staff, a diagnostic (viral) testing will be required to be conducted as soon as possible to determine the presence/absence of COVID-19 for staff. Test results are required to be submitted to our Human Resources department for review and clearance to resume in person field work. 有这种情况的临床工作人员必须尽快做 (病毒性) 诊断检测，以判别 COVID-19 是否仍然存在。检测结果需要提交给人力资源部查核，以便恢复回到公司上班工作。</p> <p>If remote work is available, staff will be provided all necessary equipment to work from home during self-isolation period. Staff will be able to resume in person work once the quarantined individual meets all of the following criteria: 如果可以进行远程工作，我们将为员工提供在自我隔离期间在家工作所需的必要设备。一旦被隔离的工作人员符合以下 <u>所有</u> 条件，将可以恢复面对面的服务：</p> <p><u>Symptomatic with Positive COVID-19 results (regardless of COVID vaccination):</u> <u>有症状的, 并且有阳性 COVID-19 检测结果（无论是否接种 COVID 疫苗）:</u></p> <ol style="list-style-type: none">1. The individual is quarantined for a minimum 10 days from the onset of symptoms. 从症状发作起，患者至少隔离 10 天。



	<p>2. At least 24 hours have passed since the individual is fever-free without the use of fever reducing medications. 患者至少已经在过去的24小时无发烧且未使用降低发烧的药物。</p> <p>3. The symptoms have improved. 症状有所改善</p> <p><u>Asymptomatic with Positive COVID-19 results (regardless of COVID vaccination):</u> <u>COVID-19检测结果阳性，但无症状（无论有没有接种COVID疫苗）：</u></p> <p>1. The individual is quarantined for a minimum 10 days after the date of the first positive diagnostic (viral) test. 在首次阳性诊断（病毒）检测日期之后，个人至少要隔离10天</p> <p>2. If symptoms develop during the quarantine, then apply the criteria from <u>Symptomatic with Positive COVID-19 results</u> (above). Note – the start of the 10 day quarantine is from the onset of symptoms when they were first detected. 如果在隔离期间出现症状，则使用<u>症状性COVID-19结果阳性的标准</u>（上述）。注意 - 10天隔离的开始是从首次检测到症状时开始算起。</p>
11.	<p><u>Clinical Field Staff and/or family members exposed to COVID-19 Positive Individuals.</u> <u>暴露于 COVID-19 阳性个人的临床工作人员和/或其家庭成员。</u></p> <p>Clinical Field Staff and/or family members who had close contact with individual(s) with confirmed diagnosis of COVID-19 would qualify under this protocol. 与确诊为 COVID-19 的个人有密切接触的临床工作人员和/或其家庭成员将符合以下程序条件。</p> <p>Close Contact is defined as A) being within 6 feet of someone with COVID-19 for a total of 15 minutes or more over a 24-hour period. B) You had unprotected contact with the body fluids and/or secretions from someone with COVID-19. For example, you were coughed or sneezed on, you shared a drinking cup or eating utensils, you kissed, or you provided care to them without wearing the right protective equipment. 密切接触的定义是：A) 在 24 小时内与某个 COVID-19 患者相距 6 英尺之内，持续 15 分钟或更长时间。B) 您在无保护下接触到 COVID-19 者的体液和/或分泌物。例如，别人对你咳嗽或打喷嚏、你们共用了一个水杯或饮食用具，你们亲吻，或者在没有佩戴正确的防护装备下，提供了他们照顾或服务。</p> <p>Unvaccinated Clinical Field Staff and/or family members who has been determined to be exposed to COVID-19 positive individual must begin self-isolation (quarantine) as soon as they were notified of exposure. Clinical Field Staff will <u>be required</u> to take a COVID-19 viral test result between days 5 through 7 of quarantine and submit results to our Human Resources department to be cleared to resume in person work. 没有接种疫苗的临床工作人员和/或家庭成员如果被判定接触到COVID-19确诊者，则接获这样的通知时就必须开始自我隔离（检疫隔离）。临床工作人员<u>必须</u>在隔离的第5天至第7天之间做COVID-19检测，检测结果提交给人力资源部，才能获准回到公司上班工作。</p>

If remote work is available, staff will be provided all necessary equipment to work from home during self-isolation period. Staff will be able to resume in person work once the quarantined individual meets all of the following criteria based on the modified guidance. Within the 10-day period, the individual must quarantine for 10 full days from the *last contact* with the infected person. The quarantine requirement is irrespective of COVID-19 test results. 如果可以进行远程工作，我们将为员工提供在自我隔离期间在家工作所需的必要设备。一旦被隔离的工作人员符合以下所有根据修改后指引的条件，将可以恢复面对面的服务。在10天期间，个人必须隔离从与患者**最后接触**起算完整10天。隔离的要求与COVID-19检测结果无关。

As long as the exposed individual does not develop symptoms of COVID-19, then: 只要接触到患者的个人不发展出 COVID-19 症状，则

1. Self-isolation (quarantine) may end **after** Day 10 –or- 自我隔离可以在第 10 天**之后**结束，-或者-
2. The exposed individual has taken a COVID-19 viral test **on** or after Day 5 and results are negative, then self-isolation (quarantine) may end **after** Day 7. 接触到患者的个人已**在**第 5 天或第 5 天**之后**做 COVID-19 病毒检测，而且结果为阴性，则自我隔离（检疫隔离）可以在第 7 天**之后**结束。

If the individual continues to have contact with the infected person (e.g., the individual lives with and/or cares for the person with COVID-19), the terms of the quarantine are modified according to the following conditions. 如果个人继续与受感染的人保持接触（如，个人与 COVID-19 患者同住和/或照顾该人），则隔离条件将根据以下状况修改。

1. If the individual can avoid *close contact*, the last day of quarantine is after 10 days from when the person with COVID-19 started to follow the LADPH *Home Isolation Instructions*. 如果个人可以避免**密切接触**，则隔离的最后一天，是 COVID-19 者开始遵循洛杉矶县公共卫生局的**居家隔离指示**的 10 天**之后**。
2. **But**, if you have *close contact* with them again while they are still in *isolation*, your 10-day quarantine period will have to restart from the last day that you had close contact. **但是**，如果在他们仍处于**隔离期间**您再次与他们有**密切接触**，则您的 10 天隔离期必须从与您与他们密切接触的最后一天重新开始。
3. If you cannot avoid close contact, your last day of quarantine is 10 days from the date that the person with COVID-19 was told their isolation ends. 如果您无法避免近距离接触，您的隔离的最后一天是从您所接触的那个 COVID-19 患者被告知其隔离结束之日起的 10 天。

The close contact quarantine requirements are waived (including COVID-19 testing) if the individual fulfills **all** of the following criteria:

如果个人达到以下**所有**标准，则密切接触的隔离要求可以免除（包括 COVID-19 检测）：



	<ol style="list-style-type: none">1. The individual is fully vaccinated (this means it has been 2 weeks or more since receiving the single-dose of the Johnson & Johnson/Janssen vaccine or 2 weeks or more since getting the second dose of a Pfizer or Moderna vaccine) and 个人已完整接种疫苗（这表示自接种一剂 Johnson & Johnson/Janssen 已 2 周或更长时间，或接种第二剂 Pfizer 或 Moderna 疫苗已 2 周或更长时间），以及2. The individual has finished the series of COVID-19 vaccine that has been listed for emergency use by the World Health Organization [WHO] and 个人已经完成世界卫生组织[WHO] 列举的紧急使用 COVID-19 系列疫苗，以及3. The individual has had no symptoms of COVID-19 since his/her close contact. -or-个人自从密切接触以来，没有出现 COVID-19 症状 -或者-4. The individual had tested positive for COVID-19 within the past 3 months and recovered. 个人在过去 3 个月内 COVID-19 检测阳性而已经恢复。 <p>If staff and/or family members are fully vaccinated and develop symptoms of COVID-19 within 14 days of their last close contact with the individual with a confirmed diagnosis of COVID-19, the staff and/or family members must begin self-isolation (quarantine) immediately for a minimum of 10 days from the first date symptoms began. Self-isolation (quarantine) can end if: 如果工作人员和/或家庭成员已完整接种疫苗，而在与 COVID-19 确诊患者最后密切接触的 14 天内出现 COVID-19 症状，则工作人员和/或家庭成员必须立即开始自我隔离（检疫隔离），从症状开始第一天起隔离至少 10 天。在下列情况下自我隔离（检疫隔离）可以结束，如果：</p> <ol style="list-style-type: none">A. At least 10 days have passed since the symptoms first started and COVID-19 symptoms have improved and at least 24 hours have passed since the individual is fever-free without the use of any fever reducing medications. -or- 从有症状开始已经过了至少 10 天，以及 COVID-19 症状已经改善，以及 个人在不使用任何退烧药物下至少有 24 小时不发烧。 -或者-B. The individual has tested negative for COVID-19 with a test* (see qualifying criteria) collected after symptoms began and/or a physician had diagnosed the individual with another condition that was causing symptoms and individual has been fever-free for 24 hours without the use of any fever reducing medications. 个人做了 COVID-19 检测为阴性，而且这个检测*(见合格的标准)是在症状开始之后所作，和/或医生诊断该人是另一个状况导致症状，以及个人在不使用任何退烧药物下至少有 24 小时不发烧。 <p>*test must be an FDA approved viral COVID-19 test that is collected and performed in a healthcare setting or certified testing site 检测必须是经 FDA 核准的病毒 COVID-19 检测，在一个卫生保健环境或经认证的检测场地采集和进行。*</p>
12.	Clinical Field Staff or any family members <i>engaging in travel outside California (including Interstate/International Travels)</i> . <u>从事加州境外旅行（包括跨州/国际旅行）</u> 的临床工作人员或其任何家庭成员。



Unvaccinated Clinical Field Staff and/or any family members that reside in the same home who participate in traveling outside of California (by vehicle or airfare) will have to self-isolate (quarantine) for a minimum of 10 full days following the first day of returning home if they elect to not get COVID-19 tested upon return to Los Angeles County Self-Isolation (quarantine) can be reduced to minimum 7 days if COVID-19 viral test is taken upon return on Days 3 through 5 of quarantine after travel.

没有接种疫苗的临床工作人员和/或居住在同一家中的任何家庭成员如果旅行至加州境外（搭乘汽车或飞机），如果选择不在回到洛杉矶县时立刻去做 COVID-19 检测，则将必须在回到家之后自我隔离（检疫隔离）至少完整 10 天。如果在旅行之后的隔离期间的第 3 日至第 5 日之间做 COVID-19 病毒检测，则自我隔离（检疫隔离）可以减少到至少 7 天。

If remote work is available, Clinical Field Staff will be provided all necessary equipment to work from home during self-isolation period. Clinical Field Staff will be able to resume in person work once the quarantined individual meets all of the following criteria based on the modified guidance. The quarantine requirement is irrespective of COVID-19 test results. 如果可以进行远程工作，我们将为临床工作人员提供在自我隔离期间在家工作所需的必要设备。一旦被隔离的临床工作人员符合以下所有根据修改后指引的条件，将可以恢复面对面的服务。隔离的要求与 COVID-19 检测结果无关。

Unvaccinated Clinical Field Staff will be required to take a COVID-19 viral test between days 3 through 5 of quarantine and submit results to our Human Resources department to be cleared to resume in person work. If results are negative, then staff will be cleared to resume in person work on Day 8 following the first day of quarantine. 没有接种疫苗的临床工作人员将需要在隔离的第 3 天到第 5 天之间做 COVID-19 病毒检测，并将结果提交给我们的人力资源部门，以便获准可以回到公司上班。如果结果为阴性，则工作人员将可获准在隔离第一天起算的第 8 天恢复面对面工作。

If results are positive, staff will be able to resume in person work once the quarantine individual meets all of the following criteria: 如果结果为阳性，一旦工作人员符合以下所有标准，将可恢复面对面工作：

Symptomatic with Positive COVID-19 results (regardless of COVID vaccination):
有症状的, 并且有阳性 COVID-19 检测结果（无论是否接种 COVID 疫苗）:

1. The individual is quarantined for a minimum 10 days from the **onset of symptoms**. 患者从症状发作起，至少隔离 10 天。
2. At least 24 hours have passed since the individual is fever-free without the use of fever reducing medications. 患者至少已经在过去的 24 小时无发烧且未使用降低发烧的药物。
3. The symptoms have improved. 症状有所改善。

Asymptomatic with Positive COVID-19 results (regardless of COVID vaccination):
COVID-19 检测结果阳性, 但无症状（无论有没有接种 COVID 疫苗）:

1. The individual is quarantined for a minimum 10 days **after the date of the first positive diagnostic (viral) test.** 在首次阳性诊断（病毒）检测日期之后，个人至少要隔离10天
2. If symptoms develop during the quarantine, then apply the criteria from Symptomatic with Positive COVID-19 results (above). Note – the start of the 10 day quarantine is from the onset of symptoms when they were first detected. 如果在隔离期间出现症状，则使用症状性COVID-19结果阳性的标准（上述）。注意 - 10天隔离的开始是从首次检测到症状时开始算起。

The domestic travel quarantine requirements are waived (including COVID-19 testing) if the individual fulfills **all** of the following criteria: 如果个人符合以下**所有**标准，则可免除国内旅行的检疫隔离要求（包括 COVID-19 检测）：

1. The individual is fully vaccinated (this means it has been 2 weeks or more since receiving the single-dose of the Johnson & Johnson/Janssen vaccine or 2 weeks or more since getting the second dose of a Pfizer or Moderna vaccine) **and** 个人已完整接种疫苗（这表示自接种一剂 Johnson & Johnson/Janssen 已 2 周或更长时间，或接种第二剂 Pfizer 或 Moderna 疫苗已 2 周或更长时间），**以及**
2. The individual has finished the series of COVID-19 vaccine that has been listed for emergency use by the World Health Organization [WHO] **and** 个人已经完成世界卫生组织 [WHO] 列举的紧急使用 COVID-19 系列疫苗，**以及**
3. The individual has had no symptoms of COVID-19 since his/her close contact. 个人自从密切接触以来，没有出现 COVID-19 症状。

*Note: Traveling is not restricted by LACDPH, so quarantine/isolation does not qualify for COVID Supplemental Sick Pay (CA SB 95). *注意：由于旅行不在 LACDPH 的限制之列，因此员工检疫隔离/隔离并不符合 COVID 补充病假工资 (CA SB95) 的资格。

If Clinical Field Staff and/or family members participate in international travel:
如果临床工作人员和/或家庭成员从事国际旅行：

Unvaccinated Clinical Field staff and/or family members must:
没有接种疫苗的临床工作人员和/或家庭成员必须：

1. Get tested with a viral test 3-5 days after travel **and** stay home and self-quarantine for full 7 days after travel. 在旅行之后 3-5 天做病毒检测，**以及**旅行之后留在家中自我隔离完整 7 天。
2. If no test is taken, then quarantine for full 10 days after travel. 如果不做检测，则旅行之后隔离完整 10 天。
3. Must self-monitor for COVID-19 symptoms; isolate and get tested if develop symptoms. 必须自我监控 COVID-19 的症状；如果出现症状则隔离和进行检测。

Vaccinated Clinical Field Staff and/or family members must:
已接种疫苗的临床工作人员和/或家庭成员必须：



	<ol style="list-style-type: none">1. Get tested with a viral test 3-5 days after travel. 在旅行之后 3-5 天做病毒检测2. Self monitor for COVID-19 symptoms; isolate and get tested if develop symptoms. 必须自我监控 COVID-19 的症状；如果出现症状则隔离和进行检测。3. Follow all state and local recommendations or requirements. 遵循州和地方政府所建议或要求的事项。
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References: 参考:

County of Los Angeles Department of Public Health 洛杉矶县公共卫生局

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<http://www.publichealth.lacounty.gov/media/Coronavirus/traveladvisory.htm>

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