

**Travel Policy Related to COVID -19
Updated 03/15/21**

To help minimize the transmission of COVID-19, please note the following travel restrictions which have been updated and are effective as of March 15, 2021 for BMC, BMCHP, BMC Health System staff, and students managed by BMC staff.

We thank you for your cooperation. Your health and safety, and that of our patients and members, is our highest priority.

BMC strongly recommends that you avoid unnecessary travel as COVID-19 transmission remains a credible concern. The following guidelines will apply whether or not a formal notice has been sent by the hospital.

Work-related Travel

Domestic and international business travel remains suspended and will not be reimbursed. Exceptions to this policy may be granted by your department VP or Chair under special circumstances and as deemed essential for domestic travel. *If an exception is granted by your department VP or Chair, please follow the guidance outlined under Personal Travel for returning to work.*

Local travel for business purposes within Massachusetts and surrounding states without quarantine requirements may be permitted, so long as social distancing and other policies in effect at that time are followed; this requires advanced approval by your department VP or Chair.

Personal Travel

- If you decide to travel in any capacity, you must notify your manager of your specific travel plans.
- If you travel outside of the lower-risk states as defined on the Massachusetts state COVID-19 [website](#), and **do not meet either of the following two conditions**, you must be tested in accordance with BMC's COVID-19 Employee Health Response. The two conditions are
 - You have had COVID-19 in the last 90 days (from day of symptom onset or day of first positive test if asymptomatic).
 - You have received either two doses of the Moderna or Pfizer COVID-19 vaccines or a single dose of the Janssen COVID-19 vaccine at least 14 days PRIOR.
- Testing under BMC's COVID-19 [Employee Health Concern Response](#) is summarized as follows:
 - Employees must contact their manager and email COVID19WWC@BMC.org regardless of vaccination status, to give notification of travel and return.
 - Employees who have not obtained the COVID-19 vaccine must:
 - Obtain a baseline test. The baseline test can be performed prior to return to Massachusetts but must be no longer than 72 hours before arrival OR can be performed on return to Massachusetts and must be performed within 72 hours of arrival. If that baseline test is negative, the employee may return to work and must have a repeat test at five days and again at 10 days.
 - If the baseline test or any subsequent tests are positive, employees should follow the [BMC COVID-19 Employee Health Concern Response](#).

Time away from work will go unpaid, although ET/ESL can be used if available and in line with our Paid Time Off policy.

Safety Precautions During Travel

Should an employee decide to travel in any capacity, individual health monitoring is highly recommended at all times. While traveling, it is even more important to follow the social safety guidelines below:

- Wear a mask at all times.
- Wash your hands frequently and use hand sanitizer.
- Wipe down surfaces (especially high-touch) with sanitizing wipes.
- Practice social distancing even when outside.
- Be vigilant in assessing yourself and others around you for symptoms of COVID.
- Stay home or go home if believe you begin to show any signs or symptoms of COVID-related illness. Contact the Working Well Clinic, COVID-19 Team at COVID19WWC@BMC.org.

These decisions regarding travel restrictions may change as the situation remains fluid. Please be sure to check regulations frequently as they continue to evolve, reviewing the CDC guidelines available [here](#).

For additional questions, please email the Working Well Clinic, COVID-19 Team at COVID19WWC@BMC.org.