

# COVID-19 Update

**Date:** Thursday, June 11, 2020  
**To:** All HHS Staff  
**From:** Michele Leroux, VP Human Resources  
**Subject:** **Travel-related Self-Isolation or Quarantine Period**

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As we enter the summer months, we recognize that many staff have upcoming vacation time, or are starting to plan their vacation. Taking time to rest is important for both work-life balance and a healthy workplace. As you plan for and take vacation time, please be aware of restrictions for return to work if you decide to travel outside of Canada or to other provinces.

## Travel outside of Canada

If you plan to travel outside of Canada, the Emergency Order under the *Quarantine Act* issued by the Government of Canada on March 25 still stands. The Order requires a mandatory 14-day self-isolation period for people entering Canada, with some exceptions.

In light of the Emergency Order, and as travel restrictions begin to lift in some regions, should employees decide to commence travel outside of Canada, HHS will not pay staff wages during the 14-day self-isolation period. These employees may still be entitled to commence an Emergency Leave, based on criteria outlined in the *Employment Standards Act*.

Employees who return from travel outside of Canada after March 25, must self-isolate which means:

- Stay at home and avoid close contact with others, including anyone in their household, for a total of 14 days from the date they returned to Canada
- Contact their local Public Health Unit within 24 hours of arriving in Canada; (Hamilton Public Health Unit 905 546-2424 ext 7970)
- Contact Employee Health Services to report your travel

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## Travel outside of Ontario

Each province also has different regulations, and some provinces are enforcing strict travel rules. Should there be any inter-provincial mandatory self-isolation period, HHS will not pay staff wages for any travel-related self-isolation period.

For any travel-related isolation period staff will be coded unpaid or the staff may submit a request to code for vacation.

Information continues to change rapidly and there are many unknowns in this situation. We appreciate your understanding and flexibility as we all continue to work together.

Thank you for doing your part to keep our patients and everyone at HHS safe.