

Instructions for employees returning from abroad

Dear employees,

Based on the revised NIJZ guidelines on **self-isolation**, we provide guidance for employees (travellers) coming from locations with a high incidence of COVID-19. You can follow the information on any new global infection hotspots on the NIJZ website (<https://www.nijz.si/sl/pojav-novega-koronavirusa-2019-ncov>).

As the current epidemiological situation in Slovenia does not call for extraordinary measures, no special restrictions on daily activities are in place, neither in the work environment nor in everyday life. This also applies to people coming from areas where the new coronavirus is emerging (a list of infection hotspots is available on the NIJZ website) and who do not feel sick. No special measures are in place for such individuals. These people may work normally with other staff members and do not require self-isolation at home. However, it is recommended that such people carry out all preventive measures with especially great care (especially hand hygiene, cough hygiene and close monitoring of any changes in their health status). In the event of any changes in their health status, they should consult their doctor immediately.

Based on the NIJZ position presented above, all of you can return to your work environment as soon as you return home from your travels.

However, the University of Ljubljana Special Coordination Team has decided that THIS DOES NOT APPLY TO those who work directly with patients or others who are more likely to have a serious course of illness (e.g., residents at special institutions, retirement homes, etc.). Self-isolation is recommended for these individuals.

All of you who have been in areas with high COVID-19 incidence over the past two weeks, or have been in contact with people from these areas or suspect you may be infected with SARS-CoV-2, please follow the following instructions:

- Do not teach any classes or perform other activities in a clinical setting (or work in an institution where you may come in contact with any of the risk groups) for the next fourteen days, regardless of your medical condition;
- Please notify your superior and the Faculty of Health Science HR Department, which will record your absence accordingly;
- If you experience symptoms of coronavirus infection (fever, cough, shortness of breath, breathing difficulties) during this period, please inform your GP by phone or email; in this case you must also remove yourself from the work environment at the Faculty;
- Do not go to a health centre or clinic unannounced in order to avoid infecting others. The health service has been informed of the necessary measures and is well prepared for cases of suspected coronavirus infection. Follow the guidance of healthcare professionals.
- If you do not get ill during the fourteen-day period, you can go back to work at the end of it;
- In addition to these instructions for performing work in a clinical setting, also follow all the instructions provided by the institution where you are involved in the work process.

Best regards,
Coordination Team

Version	Last updated	Produced by	Approved by	Notes
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