Bristol Employee Travel & COVID-19 Protocol

**Work-Related Travel** both foreign and domestic, is discontinued at Bristol Community College until further notice.

**Personal Travel:**

**Domestic Travel**
All visitors and returning residents traveling into the state of Massachusetts must follow guidance related to quarantine and testing requirements as outlined in the most current Massachusetts COVID-19 Travel Order.

**International Travel**
It is recommended to check the Centers for Disease Control and Prevention’s (CDC) COVID-19 Travel Recommendations by Country before traveling. If you have or will travel internationally for personal reasons and will be working on campus, you will also need to follow the guidance in the COVID-19 Travel Order referenced in 'Domestic Travel' above.

To see current COVID-19 data, including cases within the past 7 days, please review the CDC COVID Data Tracker.

**Precautions If You Must Travel**
Travel increases your chances of getting and spreading COVID-19. If you must travel, make sure you are aware of and adhere to restrictions for your destination and place of return. Within the United States, check the state and territorial health department websites for the latest information regarding current restrictions and quarantine requirements.

Bristol Community College has created a Travel Protocol for staff, faculty and students to minimize the chance of contracting COVID-19 at any of our locations. This protocol will help ensure that employees and students who work and learn on campus can do so safely. During travel, take the appropriate precautions to protect yourself and others:

- Wash your hands often with warm soap and water for at least 20 seconds. If you cannot wash your hands, use an alcohol-based hand sanitizer.
- Avoid touching your eyes, nose and mouth.
- Social distance - remain at least six feet from others.
- Wear a face mask that covers both your nose and mouth.

The college has developed a voluntary Travel Reporting Form for all students and employees coming to campus who are returning from travel outside of Massachusetts. Reporting is strongly encouraged so

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that the college can take appropriate preventative measures, offer available resources, and immediately assist any member of our community who may become ill or has been in close proximity with someone who has become ill. The form can be found on the BristolCC.edu/Together webpage.

**Individuals who routinely commute into Massachusetts from Rhode Island to attend classes or work at the college are not obligated to complete this form.**

If you develop symptoms during or after travel, notify your health-care provider or contact an urgent care provider. **Do not go to any of the Bristol locations.**

In any event, travel-related or otherwise, if you are exposed to the Coronavirus or display symptoms, please complete the Exposure Report form on the Bristol Together webpage. Please note that all information will remain confidential.

**If you have questions regarding your next steps to return to work on campus following travel, please contact Human Resources.**