

# CITY OF MEMPHIS MONKEYPOX WHAT TO DO FACT SHEET

Updated August 17, 2022

## GENERAL EMPLOYEE CITY OF MEMPHIS RETURN TO WORK STRATEGY FOR MONKEYPOX

\*\*Police and Fire may have different protocols.

### WHAT IS MONKEYPOX?

Monkeypox is a rare disease caused by infection with the monkeypox virus. People can get Monkeypox if they have close, skin-to-skin contact with someone who has Monkeypox. Please go to [www.cdc.gov/monkeypox](http://www.cdc.gov/monkeypox) for more information.

### IF AN EMPLOYEE SUSPECTS THEY HAVE MONKEYPOX SYMPTOMS:

- Avoid close contact and visit a healthcare provider immediately.
- Follow the next steps as prescribed by their healthcare provider.
- Use department leave protocols for anytime away from work while awaiting test results.

### IF AN EMPLOYEE IS DIAGNOSED WITH MONKEYPOX:

- Please call 901-636-6800 option 1 to notify HR of your diagnosis.
- Isolate at home per healthcare provider's guidance.
  - The employee must use department leave protocols for anytime away from **AND** provide documentation of Monkeypox positive test results to their supervisor.
- *To return to work:*
  - An employee can return to work with **medical clearance** from their healthcare provider.

### FOR EMPLOYEE MONKEYPOX TESTING

Please get in touch with the City Employee Clinic at 1-901-276-2410.

### DOES AN EMPLOYEE THAT HAS BEEN EXPOSED TO OR IN CLOSE CONTACT WITH MONKEYPOX HAVE TO ISOLATE?

No, the CDC does not recommend isolation for Monkeypox exposure. Please go to [www.cdc.gov/monkeypox](http://www.cdc.gov/monkeypox) for more information.

Questions about Monkeypox? – Contact [memphishr@memphistn.gov](mailto:memphishr@memphistn.gov) or (901)-636-6800

**Note: Any City of Memphis employee who makes a false statement of material fact in connection with his or her job, including a misrepresentation or falsification of diagnosis or illness will be in violation of policy PM 38-02 and may be subject to discipline, up to and including termination.**

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## DOES AN EMPLOYEE NEED A CLEARANCE LETTER BEFORE THEY CAN RETURN TO WORK?

A healthcare provider must provide **medical clearance** for an employee diagnosed with Monkeypox to return to work. The Americans with Disabilities Act permits employers to require a healthcare provider's note to verify that employees are healthy and able to return to work.

## OJI PROCEDURE - WORKPLACE EXPOSURE

At-work exposure - full time	At-work exposure - part-time
1) Supervisor report to Sedgwick at 877-576-1911	1) Supervisor report to Sedgwick at 877-576-1911
2) Advise the employee to call 901-636-6800	2) Advise the employee to call 901-636-6800

## GENERAL GUIDANCE PROCEDURE

1. **PPE and Safety:** We require that any City employees on premises must wear appropriate masks/or face coverings.
2. **Dealing with Monkeypox Illness:** The employee is required to notify the City of Memphis HR of the diagnosis as a public health precaution by calling benefits at 1-901-636-6800.
3. **Compassionate Culture:** Division Leadership create and instill a culture of compassion, empathy, and support for returning employees.
4. **Employee Groups in The Workplace:**
  - o Employees must disinfect their work area according to division procedures at the beginning and before completing the work shift.
  - o Encourage little clutter on workspaces to easily clean hard surfaces (e.g., remove the paper from the desk nightly).

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