



C O V I D - 1 9

Screen, Test, Trace & Immunize

G U I D E F O R E M P L O Y E R S

Fall 2021



A safe return to the workplace is a top-of-mind challenge for employers of all sizes & industries.

As the pandemic continues, employers are considering how best to prepare and support their employees from health and safety, educational, and legal perspectives whether they have been in the workplace throughout the pandemic or will return in the future. To ensure the best outcomes, they will need to proactively build the infrastructure to tackle the associated operational, financial, compliance, and human resource issues.

Our team has compiled this guide to help employers make decisions and find support - whether it's an app for employees to validate vaccinations, a vendor to provide testing or guidance for compliance issues.

Please note that information about control strategies, testing, COVID-19 immunizations and other solutions change frequently. Ask your Brown & Brown representative for the most recent version of this document and other COVID-19 employer resources.

Guidance for Employers

Federal, State, and Local Guidance



**CDC COVID-19 STRATEGIES
AND RECOMMENDATIONS
FOR GENERAL BUSINESSES**

[Click for more information](#)



**CDC EMPLOYER
VACCINATION GUIDANCE**

[Click for more information](#)



**STATE-BY-STATE LIST OF COVID-19
SCREENING AND TEMPERATURE
CHECK LAWS AND EXECUTIVE ORDERS**

[Click for more information](#)



**OSHA REQUIREMENTS,
GUIDANCE AND TOOLS**

[Click for more information](#)

CDC Guidance

The CDC issues guidance, strategies, and recommendations for employers responding to COVID-19, including:

- Conducting daily health checks
- Conducting a hazard assessment of the workplace
- Encouraging employees to wear cloth face coverings in the workplace, if appropriate
- Implementing policies and practices for social distancing
- Posting CDC signage (“Stop the Spread”)
- Training personnel on new protocols
- Improving building ventilation
- Disinfecting the work environment
- Testing
- Vaccination

State & Local Guidance

Guidance varies according to location -- for example, some states require daily screening of employees and essential visitors. Employers should remember that guidance from public health authorities has changed and is likely to change further as the COVID-19 pandemic evolves and more information and data becomes available.

Therefore, employers should continue to follow the most current information on maintaining workplace safety.

Check your state and county websites for current requirements.

[Click here for a health department directory from the CDC.](#)

COVID-19 Screening & Tracking

Employee symptom screening and vaccine tracking with digital return-to-worksite “pass” or guidance for follow-up.



How It Works

- Employers receive real-time employee return to work status and risk levels for their employee population.
- Employees complete daily online survey app before returning to worksite.
- Receive digital “pass” to return to worksite or guidance (per CDC) to quarantine, test and/or seek care.

Considerations

- Costs
- Minimum employer size and contract durations
- Guidance and navigation to resources and next steps
- Customized, employer-specific instructions
- Reporting and analytics for the employer/administrator
- Custom support for screening strategy and planning
- Implementation process and duration
- Captures employee names for contact tracing
- Log and verify employees’ vaccination status

COVID-19 Testing for Employers



How It Works

- Employers engage vendors to provide COVID-19 testing for employees.
- Employer includes employee COVID-19 virus testing criteria in their return-to-workplace protocols to provide a safe work environment and meet state & local guidelines.
- Employer determines population to be tested (e.g., employees required to be at worksite) and use cases for testing (e.g., surveillance, symptomatic, exposure/risk of exposure) as part of their strategy to provide a safe work environment.
- Employer engages vendor to provide virus testing at appropriate location (e.g., worksite, pharmacy, home) and/or provides employee with local test site information.
- Employees provide test samples (nasal swab or saliva) and typically receive results (in 2-4 days for PCR test and 5 to 15 minutes for rapid antigen).
- Results data are provided. Employee receives confirmation of their result (and if positive, receive outreach and triage to care). The employer is provided population-level data to assess program results and risk of population.

Considerations

- Type of test: molecular (PCR or LAMP) vs rapid point-of-care antigen
- Collection method (e.g., nasal swab, saliva)
- Turnaround time for test results
- Cost of test and administration
- Accuracy of test (e.g., sensitivity and specificity)
- FDA-approval status of test
- Shelf-life of test kits (for bulk orders)
- Location of testing (e.g., worksite, home, pharmacy) and distribution method (e.g., bulk ship vs individually disseminated)
- On-site logistics for worksite testing (e.g., physical space, PPE, queuing)
- Appointment scheduling (online)
- Reporting to employer (alerts/dashboard) and health departments
- Minimum volume requirements
- Lead time to implement employer sponsored testing
- Support for testing strategy, planning and communications
- CDC guidance on testing of vaccinated vs. unvaccinated individuals
- Availability of self-administered tests that are available direct-to-consumer at local pharmacies or large retailers
- Connection to digital app (for test facilitation, results tracking, etc.)
- International limitations

Outsourcing Contact Tracing

Contact tracing is the process of contacting people who may have been exposed to someone with COVID-19.



How It Works

- Used by health departments to slow or stop spread of infectious diseases.
- Contact tracing slows the spread of COVID-19 by:
 - Letting people know they may have been exposed to COVID-19 and should monitor their health for signs and symptoms of COVID-19.
 - Helping those who may have been exposed to COVID-19 get tested.
 - Asking people to self-isolate¹ if they have COVID-19 or self-quarantine² if they are a close contact of someone with COVID-19.
- Some employers elect to provide contact tracing with their own staff.

¹Isolation keeps someone who is infected with the virus away from others, even in their home.

²Quarantine keeps someone who might have been exposed to the virus away from others.

Considerations

- Type of calls/outreach to identified employees
 - App to identify exposed employees
- Methods/channels to report symptomatic/infected employees
- Extent of coaching and clinical guidance provided
- Minimum employer size
- Is tracing offered on a stand-alone basis from other services?
- Is tracing offered to family members?



Vaccine Landscape

Since vaccine eligibility expanded to 12 years of age and older, and the Pfizer vaccine received full FDA approval, federal and state efforts have shifted to encourage all persons eligible to become vaccinated and to consider booster shots. This is especially important with the upsurge of cases due to the Delta variant. Employers must focus now on how to keep workspaces safe while balancing vaccine barriers and hesitancy among the working population.

Approaches to managing vaccination preparation may vary from providing educational material to partnering with vendors or other community partners to hosting on-site clinics. Employer vaccination strategies and options will likely differ based on employer size, employee distribution, and each state's specific plans for distribution/ allocation and authorized providers. Most employers will want to tailor communications to their specific populations to supplement the guidance being provided by federal, state, and local government resources.

Vendor Landscape: Vaccine Strategy

- Determine who will be included: All employees, all benefit plan members, dependents, extended family, etc.
- Survey your vaccine eligible population to determine needs.
- Determine whether you will offer private on-site/ near-site vaccination clinics to your employees or promote the use of clinics, mobile units, and/or retail pharmacies that may be more convenient.
- Complete the contracting process if applicable with vendors for on-site vaccinations.

Vendor Landscape: Vendor Features to Consider

- Vaccine Clinic Implementation Experience
- Program Fees: Implementation, Administration, Add-on Services
- Scheduling and Tracking
- Billing and Reporting
- Communication Support

Considerations

- Evaluate establishing a cross-functional vaccination team within your organization.
- Build trust and vaccine confidence to reduce vaccine hesitancy.
- Determine if the vaccine will be required, encouraged, or incentivized for your workforce and how to remain compliant with applicable laws and regulations. With the full FDA approval of the Pfizer vaccine and potentially the Moderna vaccine shortly, many employers are considering mandating vaccinations, or considering surcharges for non-vaccinated barring religious or medical exceptions, and/or require confirmation of vaccination cards for employees.
- Leverage your vendor and health plan partnerships.
- Plan for vaccine costs and paid sick time.
- Develop a communication and engagement strategy leveraging CDC and other resources.
- Promote and enforce ongoing precautions against the spread.

A photograph of a construction site featuring extensive scaffolding and a yellow tower crane. Two workers in safety gear are visible in the foreground, looking towards the structure. The scene is set against a bright, hazy sky.

Additional Information & Resources

Helpful Links

Community Based Testing Sites:

[U.S. Department of Health & Human Services](#)

[State Health Departments](#)

[County Health Departments](#)

[Evive Site Locator](#)

Contact Tracing Resources:

[CDC Contact Tracing Guidance](#)

[COVID-19 Contact Tracing Online Course](#)
(offered by Johns Hopkins University)

COVID-19 Vaccine Information:

[Find a COVID-19 Vaccine](#)

[Vaccine FAQs](#)

[Vaccine Guidance & Facts](#)



Other Employer Resources

Should the Delta Variant Impact Your Organization's Vaccination Strategy?
Considerations for Employers

Screen, Test, Trace & Immunize
GUIDE FOR EMPLOYERS
Fall 2021

A Closer Look
COVID-19 Vaccine Premium Incentives
September 2021

Tools & Vendors

- Employer considerations and vendors for screening, testing, tracing and immunizing
- White papers and FAQs on COVID-19 topics and return to work

Compliance Guidance

- Guidance and considerations for employers considering mandating or incentivizing vaccines for their employees

Employment Law Helpline

- Dedicated Employment Law Helpline with National labor & employment law firm, FordHarrison, LLP
- Preferred, deeply discounted rates for Brown & Brown customers: \$350 per year (approximately \$4,500 savings off standard rates)
- 1 hour per month of legal advice
- Offer extended through 12/31/21

For additional resources, visit our [online resource portal](#), contact your local Brown & Brown representative or [click here to submit an inquiry](#).

Please be advised that we are not offering medical or legal advice on appropriate testing measures or other related medical information. We are not recommending any specific types of testing or any particular vendor(s). Employers should review any protocol, testing, or employment decisions made related to COVID-19 with your employment law counsel. Any and all information, comments, analysis, and/or recommendations set forth within relative to the possible impact of COVID-19 on potential insurance coverage or other policy implications are intended solely for informational purposes and should not be relied upon as legal or medical advice. As an insurance broker, we have no authority to make coverage decisions as that ability rests solely with the issuing carrier. Therefore, all claims should be submitted to the carrier for evaluation. The positions expressed herein are opinions only and are not to be construed as any form of guarantee or warranty. Finally, given the extremely dynamic and rapidly evolving COVID-19 situation, comments above do not take into account any applicable pending or future legislation introduced with the intent to override, alter or amend current policy language.



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