

COVID-19 RETURN-TO-WORK GUIDANCE

EFFECTIVE OCTOBER 25, 2021



Team Member: Please note the following:

- If you must quarantine at home, you may use any accrued PTO to get paid during your absence from work. Additional paid sick time benefits may be available based on state and/or local regulations.
- You should apply for a leave of absence if you will be out for more than 10 days. Call Lincoln Financial at 1-800-713-7384 to start the process, and call the HR Helpline at 844-529-7392 if you have questions.
- During your absence, call your manager every other day for a check-in. Note that if you or someone on your behalf has not called your manager in four days, we will consider that as your voluntary resignation.
- When you have met the return-to-work conditions listed in the applicable box below and can pass a daily health screening over the telephone, call your manager. **You may not return to work until your manager confirms that you have met the conditions listed in the applicable box below.**
- Mister Car Wash will only accept COVID-19 test results from tests administered by a healthcare provider. Results from over-the-counter COVID-19 tests will not be accepted.
- You are considered fully vaccinated if it has been at least two weeks (14 days) since you received your second Pfizer or Moderna vaccine dose or single Johnson & Johnson dose **and** you have shown your completed vaccination record card to a manager or HR representative.

Box 1: You Have Symptoms of COVID-19 (Whether You Are Fully Vaccinated or Not)

You must quarantine at home. Your return-to-work conditions depend on whether you get tested.

- If you choose not to get tested, you may return to work a minimum of **10 days** after the date your symptoms began **as long as** your fever has been gone for **24 hours** without the use of Advil, Tylenol, or similar medications **and** your other symptoms are improving*.
- If you test negative for COVID-19, you may return to work **as long as** your fever has been gone for **24 hours** without the use of Advil, Tylenol, or similar medications **and** any other symptoms are improving.

If you test positive for COVID-19, see Box 2 below.

Box 2: You Have Tested Positive for COVID-19 (Whether You Are Fully Vaccinated or Not)

You must quarantine at home. You may return to work when:

- A minimum of **10 days** has passed since **either** the date your symptoms began **or** the date your COVID-19 test sample was collected (whichever happened first), **and**
- Your fever (if you had one) has been gone for **24 hours** without the use of Advil, Tylenol, or similar medications **and** your other symptoms are improving*.

* Loss of taste and smell may persist for weeks or months and need not delay end of quarantine

Box 3: You Have Had Close Contact with a Person Who Has Tested Positive for COVID-19 and You Are *Not* Fully Vaccinated

We encourage you to get tested, and you must quarantine at home unless you meet the following conditions:

- You were positively diagnosed with COVID-19 more than 14 days ago and no more than 90 days ago and have ended your quarantine period **and** you have given a copy of your positive test results to your HRBP. It is your responsibility to confirm with your HRBP that your test results are on file.

If you meet the positive diagnosis conditions above, you will be required to wear a face covering for **14 days** after the date you had close contact **unless** you test negative for COVID-19 no sooner than **5 days** after the date you had close contact and provide a copy of your negative test results to your HRBP.

If you do not meet the positive diagnosis conditions above, your return-to-work conditions depend on where you live and whether other people in your home have COVID-19.

- You live in Michigan, New Mexico, or Dallas County, TX:
 - You may return to work a minimum of **14 days** after the date you had close contact.
- You live in a state/county that is not listed above:
 - You may return to work a minimum of **10 days** after the date you had close contact; **or**
 - You may return to work as early as **7 days** after the date you had close contact **if** you go to get tested for COVID-19 no sooner than **5 days**^{*†} after the date you had close contact and your test results are negative.

* **6 days** in Florida, Illinois, and Wisconsin

† **7 days** in Utah

- You live with one or more people who have tested positive for COVID 19 **and** you cannot isolate from them (i.e., cannot avoid ongoing close contact with COVID-positive people while at home):
 - Your quarantine timeline listed above begins **after** all other infected people have ended **their** quarantine. This means you may need to quarantine at home for **20 days or longer**.

If you start feeling sick or test positive for COVID-19 while quarantining, see Boxes 1 or 2 above.

Box 4: You Have Had Close Contact with a Person Who Has Tested Positive for COVID-19 and You Are Fully Vaccinated

You do not need to quarantine at home. You will be required to wear a face covering for **14 days** after the date you had close contact **unless** you test negative for COVID-19 no sooner than **5 days** after the date you had close contact and provide a copy of your negative test results to your HRBP.

If you start feeling sick or test positive for COVID-19, see Boxes 1 or 2 above.