

Good afternoon.

Below are the LIRR's return-to-work requirements for employees returning from administrative leave/quarantine after being put out of work for COVID-19-related concerns. This information should be forwarded to all those you feel should know and can be shared directly with any employee who requests it.

* An employee who tested positive must submit both:

1. Written documentation from a medical practitioner (including via Telehealth) indicating a diagnosis, treatment, and the specific date on which he/she is cleared to return to work.
2. A copy of the test report indicating the date the test was completed and the test result.

* An employee who was symptomatic and did not test positive (whether tested with a negative result or not tested) must submit only:

1. Written documentation from a medical practitioner (including via Telehealth) indicating a diagnosis, treatment, and the specific date on which he/she is cleared to return to work.

* An employee who was never symptomatic but was in contact with a symptomatic or positive employee does not require written documentation for return to work but may return after the completion of the 14-day (or other, as determined by MTA OHS) period following last exposure upon approval by OHS.

For this leave type, we are waiving any CBA requirement that an employee receive clearance from Medical after 15 days. However, if a safety-sensitive employee has been out for 30 calendar days or more, he/she will still be required to report to Medical for a return-to-duty drug test (and assessment/clearance as deemed appropriate by Medical staff).

An employee may submit his/her documentation directly to Medical/OHS by faxing it to (516) 248-3419. If Medical receives this documentation, we will do our best to contact the employee and make the department aware in a timely manner; if an employee seeking to return to work tells the department that he/she submitted documentation to Medical but you have not heard from us, please let us know.

Thank you.

- Chris

Good afternoon.

Employees who were out of work for COVID-19-related concerns who need to submit written documentation prior to their return to work (i.e., those who tested positive or who were symptomatic at any point) may email this documentation to:

- * Anna Fahrback - afahrbach@mtahq.org<mailto:afahrbach@mtahq.org>;
- * Mike Nersesian - msnerse@lirr.org<mailto:msnerse@lirr.org>;
- * Dan Driscoll - dldrisc@lirr.org<mailto:dldrisc@lirr.org>.

Emails should be sent to all three of the above and should ideally note Return to Work (or RTW) in the subject line. This is an additional option to faxing it to (516) 248-3419 (as noted in my original email below).

If you receive this documentation directly, please submit it as directed above (with email as the preference). As with all COVID-related correspondence/ documentation, Janett Ramos and I should be cc'd on everything.

Thank you.

- Chris

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