



## UCF COVID Medical Release Instructions

### UNIVERSITY RESPONSIBILITY

The University of Central Florida is especially focused on the health and well-being of all members of the university community. During this time, we must support one another, take personal responsibility, and remain diligent in our efforts to protect students, faculty, staff, contractors and others who visit campus.

### EMPLOYEE RESPONSIBILITY

1. Update your Supervisor regularly on your work status per your college/department practice. {Students call the UCF COVID Line at 407-823-2509 for guidance.}
2. Follow Florida Department of Health and CDC health measures, including remaining at home as advised by a healthcare professional and/or in the following circumstances: when you or a housemate are experiencing symptoms of COVID-19 or are otherwise ill; after close contact with a person who is sick with or positive for COVID-19; until released by a healthcare provider or a public health official after receiving a positive COVID-19 test result; and for the period advised by a healthcare provider or public health official while awaiting COVID-19 test results. You should not come to campus if you have tested positive for COVID-19, even if you are asymptomatic, until such time as you are cleared by a healthcare provider to return to normal activities.
3. If you have tested positive for COVID-19 or been advised by your healthcare provider to self-isolate or quarantine, you must receive medical clearance before returning to work on campus. Request your physician to complete the UCF COVID Medical Release. The date you may return to campus must be confirmed by a health care provider.
4. You or your physician submit the completed UCF COVID Medical Leave Release to UCF Human Resources via fax 407-882-9023. Your medical information will remain confidential, you and your supervisor will be sent email notification of the medical release confirmation. Please direct questions to [loandworkcomp@ucf.edu](mailto:loandworkcomp@ucf.edu).
5. We hope your recovery is quick and appreciate your support for the safety of the university community.

### DEPARTMENT RESPONSIBILITY

1. Maintain communications as needed and follow the university COVID-19 Return to Campus Policy.
2. Instruct employees who are absent due to COVID-19 that they must submit a UCF COVID Medical Release Form to UCF Human Resources and wait for confirmation prior to returning to campus.
3. Welcome your team member back to campus upon medical release notification and confirm any work plans.

### HUMAN RESOURCES RESPONSIBILITY

1. Review, approve or deny the UCF COVID Medical Release for Return to Campus.
2. Notify the employee and supervisor of the confirmed release or any questions via email copy ASAP.
3. Provide answers to questions received via [loandworkcomp@ucf.edu](mailto:loandworkcomp@ucf.edu).

## UCF COVID Medical Release for Return to Campus

**Patient Name:**

**Date of Birth:**

**Persons who have tested positive for COVID-19 or who were directed to self-isolate or quarantine** at home may discontinue isolation under the following conditions:

- At least 10 days\* have passed since symptom onset **and**
- At least 24 hours have passed since resolution of fever without the use of fever-reducing medications **and**
- Other symptoms have improved.

\*A limited number of persons with severe illness may produce replication-competent virus beyond 10 days, that may warrant extending duration of isolation for up to 20 days after symptom onset. Consider consultation with infection control experts. See [Discontinuation of Transmission-Based Precautions and Disposition of Patients with COVID-19 in Healthcare Settings \(Interim Guidance\)](#).

**Persons infected with SARS-CoV-2 who never develop COVID-19 symptoms** may discontinue isolation and other precautions 10 days after the date of their first positive RT-PCR test for SARS-CoV-2 RNA.

**The listed patient is cleared to return to work based upon the above CDC guidance.**

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Print Name of Health Care Provider

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Signature of Health Care Provider

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Date

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Health Care Provider's Address

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Telephone Number

**UCF Faculty and Staff:** Please submit this form to UCF Human Resources via fax 407-882-9023 prior to return to work. Please direct questions to [loandworkcomp@ucf.edu](mailto:loandworkcomp@ucf.edu).