

APRIL 2021

*Scope: These guidelines replace those issued in March 2021 and are subject to change. This pertains to Gannon protocols around traveling for work, academic and personal reasons, as well as for registering travel to ensure proper instruction if quarantine and/or COVID testing is required before returning to campus and/or being in the proximity of others.*

**Please do not interpret the issuing of new travel guidance as permission to travel liberally. After all, the U.S. Centers for Disease Control and Prevention continues to recommend that we do not travel at this time. CDC suggests we delay travel and stay home to protect ourselves and others from COVID-19.**

But if you must travel, here are Gannon's guidelines. These represent a significant change from prior ones and reflect new guidance from the CDC. These also account for the latest advice relative to those who have received a COVID-19 vaccine and/or have had been positive for the disease within 90 days of travel.

### Fundamental Rules

These are the primary travel guidelines to follow. Please continue reading under Additional Rules for more detailed instructions to follow along with this guidance.

#### Have you been fully vaccinated?

People are considered fully vaccinated:

- 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines; or
- 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine

If you don't meet these requirements, you are NOT fully vaccinated.

#### Domestic travel for fully vaccinated, COVID-19 positive within 90 days, partially vaccinated or unvaccinated faculty, staff and students:

For the Erie and Ruskin campuses, the University is now basing testing and quarantine requirements on whether you are fully vaccinated and have tested positive in the past 90 days. The following policy aligns with language from the CDC's latest guidance (April 2021):

**Fully Vaccinated or COVID-19 positive within 90 days of travel:** If you are [fully vaccinated](#), take the following steps to protect others if you travel:

During Travel:

- Wear a mask over your nose and mouth. [Masks are required](#) on planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States and in U.S. transportation hubs such as airports and stations.
- Avoid crowds and stay at least 6 feet from anyone who is not traveling with you.
- Wash your hands often or use hand sanitizer.

After Travel:

- Self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms.
- Follow all [state and local](#) recommendations or requirements.

You do NOT need to get tested or self-quarantine if you are fully vaccinated or have recovered from COVID-19 in the past 3 months, **as long as you have fully completed isolation, have recovered and are asymptomatic.** If you have symptoms, you will be subject to testing and isolation.

**Unvaccinated or Partially Vaccinated:** If you are not fully vaccinated and must travel, take the following steps to protect yourself and others from COVID-19:

Before Travel:

- Airlines require that you be tested 1-3 days before your trip.

While Traveling:

- Wear a mask over your nose and mouth. [Masks are required](#) on planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States and in U.S. transportation hubs such as airports and stations.
- Avoid crowds and stay at least 6 feet from anyone who is not traveling with you.
- Wash your hands often or use hand sanitizer.

After Travel:

- [Get tested](#) on or after Day 5 after travel AND stay home and self-quarantine for a full 7 days after travel.
- Quarantine will end after Day 7 if you test negative so long as the test is taken on Day 5 or

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after, and if no symptoms occur during 14 days of monitoring.

- If your test is positive, [isolate](#) yourself to protect others from getting infected.
- If you don't get tested, stay home and self-quarantine for 10 days after travel.
- Avoid being around people who are at [increased risk for severe illness](#) for 14 days, whether you get tested or not.
- Self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms.

### For travel to **either campus from an international destination or following a cruise:**

You must get tested no more than 3 days before you travel by air into the United States and show your negative result to the airline before you board your flight or be prepared to show documentation of recovery (proof of a recent positive viral test and a letter from your healthcare provider or a public health official stating that you were cleared to travel).

Also, once in the United States, you MUST:

- [Get tested](#) 3-5 days after travel AND remain at home and in self-quarantine until Day 7 after travel.
  - Even if you test negative, stay home and self-quarantine for the full 7 days.
  - If your test is positive, [isolate](#) yourself to protect others from getting infected.
- If you don't get tested, you must stay home and self-quarantine for 10 days after travel.
- Avoid being around people who are at [increased risk for severe illness](#) for 14 days, whether you get tested or not.
- Follow all state and local recommendations or requirements after travel.

### Additional Rules

Please follow the steps below related to your travel. These steps should be completed in addition to the guidance

outlined above.

### Work-Related Travel

- All work-related travel must be approved by the relevant vice president or designee.
- All travelers must register travel plans IN ADVANCE via the [Travel Registration form](#), particularly if you are traveling internationally or will be on a cruise. Travel does *not* need reported if time spent outside the campus' state is less than 24 hours, if you are fully vaccinated, or if the entirety of your travel is within 90 days of testing positive.
- After completing travel registration, the employee will be advised if a quarantine and/or COVID test is required.
- If COVID testing is required, it will be completed by Gannon at the University Services Building or other designated location and will be initiated by the traveler. An appointment can be made via email at [hlthcoun@gannon.edu](mailto:hlthcoun@gannon.edu).
- The Gannon Health Center will authorize the traveler's ability to return to work on campus and/or work in proximity of others. Supervisors are expected to enforce this requirement.

### Personal Travel by employees

- All travelers must register travel plans at least 7 days IN ADVANCE via the [Travel Registration form](#), particularly if you are traveling internationally or will be on a cruise. Travel does *not* need reported if time spent outside the campus' state is less than 24 hours, if you are fully vaccinated, or if the entirety of your travel is within 90 days of testing positive.
- For domestic or international travel, follow "Fundamental Rules" as outlined above.
- After completing the travel registration, the employee will be advised if a quarantine and/or COVID test is required.
- If personal travel requires quarantine after the travel, supervisor approval will be required for time off or remote work during the quarantine.
- If COVID testing is required, it will be completed

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by Gannon at the University Services Building or other designated location and will be initiated by the traveler. An appointment can be made via email at [hlthcoun@gannon.edu](mailto:hlthcoun@gannon.edu).

- The Gannon Health Center will authorize the traveler's ability to return to work on campus and/or work in proximity of others. Supervisors are expected to enforce this requirement.

### Personal travel by students

- Travel is generally discouraged during the semester and should only be scheduled for medical or family emergencies.
- For domestic or international travel, follow "Fundamental Rules" as outlined above.
- Report your intention for out-of-state or international travel via the [Travel Registration form](#) at least 7 days in advance. You will be advised if a quarantine and/or COVID test is required. Travel does *not* need reported if time spent outside the campus' state is less than 24 hours, if you are fully vaccinated, or if the entirety of your travel is within 90 days of testing positive.
- If COVID testing is required and will be completed by Gannon, it will be completed at the Gannon University Services Building or other designated location and will be initiated by the traveler. An appointment can be made via email at [hlthcoun@gannon.edu](mailto:hlthcoun@gannon.edu).
- The Gannon Health Center will authorize the traveler's ability to return to campus and/or be in proximity of others.
- If your travel requires quarantine upon return, you must communicate the need for temporary remote learning to your professor(s). Assistance with remote learning will only be available if travel was for medical reasons or family emergencies.

### University-sponsored travel trips by students and employees

- Travel rules will be outlined in advance by group leaders. There will be guidance for mode of travel,

meals and lodging (if applicable). Groups will have access to COVID-19 testing for screening purposes before and after the trip. Students on group trips will NOT have to report their travel to LiveSafe because our nurses will already be aware of your journey.

- If travel is domestic, it is strongly encouraged all travelers be fully vaccinated 14 days prior to departure.
- If travel is international, it is required by the University all travelers be fully vaccinated 14 days prior to departure. Testing and quarantine will fall under CDC guidelines as outlined above.
- Instructions for these trips will be created on a case-by-case basis. They will be based on the most current CDC guidance.
- For Athletes, their travel protocols are established by Athletic Department in accordance with NCAA rules.

### Student on-boarding to campus

All students on-boarding to either campus for the first time or returning from domestic and international locations will have specific instructions directly communicated to them that align with this policy as well as consider additional factors to determine appropriate protocols for their individual return.

### Determining your 90-day start date

Because the 90-day count for those who have had COVID-19 is important, here is how we are calculating the first day:

Your first day of your 90-day COVID-19 window is **the day after on-set of symptoms**, which was recorded by nursing staff and used to set your time in isolation. If you were asymptomatic and tested positive without feeling ill, your first day of your 90-day window is the day after your COVID-19 test. This day was also recorded by our nursing staff.

In accordance with CDC guidelines, close contact with a COVID-19 positive up to your 90th day of exposure will NOT require quarantine or testing. The exception is if you, yourself, are having symptoms.