



### Confidential COVID-19 Report Form

This form should be completed if any of the circumstances listed below apply to you. All information you share on this form will be kept confidential to the greatest extent possible. Please submit the completed form to Human Resources at [leavesadministration@rfcuny.org](mailto:leavesadministration@rfcuny.org).

Employee Name/EMP ID:	Campus:
Project Director/Supervisor Name:	Employee Email:
Employee Phone Number:	Employee Home Address:

Self-Declaration by Employee	
1	Have you experienced any cold or flu-like symptoms in the last 14 days (to include fever, cough, sore throat, respiratory illness, difficulty breathing)?  Yes                      No
2	Have you been diagnosed with or cared for someone diagnosed with COVID-19 within the last 14 days?  Yes                      No
3	Have you travelled to or had close contact with someone who travelled to any of the countries listed on the following page within the last 14 days?  Yes                      No

If you responded YES to any of the above questions, please describe your current circumstances (for example, providing self-care, under a physician’s care, awaiting results of testing, have results of testing, under isolation or quarantine, etc.):

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Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

As of March 25, 2019, the following countries have a [Level 3 Travel Health Notice](#) (widespread, ongoing transmission):

- Australia
- Brazil
- Canada
- Chile
- China
- Ecuador
- Europe (Schengen Area): Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, Switzerland, Monaco, San Marino, Vatican City
- India
- Indonesia
- Iran
- Ireland
- Israel
- Japan
- Malaysia
- Pakistan
- Philippines
- Qatar
- Romania
- Russia
- Saudi Arabia
- Singapore
- South Africa
- South Korea
- Thailand
- Turkey
- United Kingdom: England, Scotland, Wales, and Northern Ireland
- All cruise ship travel

A Level 2 Alert has been assigned to all other global travel.

If you traveled to a destination that is not listed above, please indicate the country below:

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For more information: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>