The keys to avoiding transmission of COVID-19 include getting vaccinated, physical/social distancing and wearing a face covering as required, hand hygiene, and cough etiquette (e.g. coughing and/or sneezing into your elbow).

For unvaccinated individuals or individuals that decline to state vaccination status to gain access to SLAC they shall:

- Complete [ES&H COVID-19 training](#) for SLAC employees, affiliates, or contractors
- Receive verbal or email authorization from your supervisor to access the site
- Complete [Stanford Health Check](#) daily at least one hour prior to arriving on site
- Complete weekly surveillance testing (highly recommended)
- Maintain 6 feet or greater distance from others
- Adhere to work controls for unvaccinated individuals
- Face coverings are always required indoors
- N95s are mandatory for level 4 work

While working at SLAC, all personnel shall:

- Wear your face covering in accordance with SLAC requirements *(face coverings are available through your ESH Coordinator or from the Main Gate)*
- Face coverings are optional for vaccinated employees
- Wash hands frequently for at least 20 seconds throughout the day; cough or sneeze into a tissue or your elbow
- Do not share Personal Protective Equipment (PPE)

If an employee feels sick, is notified of a positive test, or is notified of a positive case that the employee had close contact with, follow these steps:

- **The employee should:** (a) Inform their supervisor or ESH Coordinator; (b) If on site, leave the site; (c) Complete [Stanford Health Check](#) within two hours and follow instructions provided.
- **Supervisor should:** (a) Notify OHC at 650-926-2281 immediately; and (b) Confirm that employee has completed [Stanford Health Check](#) within two hours.
- **If the affected person gets tested for COVID-19 outside of SLAC, they should promptly notify their supervisor and update their [Stanford Health Check](#) with the new information.**

Vaccination Status can be uploaded into Health Check at any time.