**What to do as an EMPLOYEE if coronavirus (COVID-19) is suspected or at risk contact – ten commandments**

1. If you suspect coronavirus (COVID-19) - the most common symptoms of fever, fatigue, dry cough, joint and muscle pain, do not go to school or the public (!), Stay at home and **contact your doctor by telephone as soon as possible and follow the instructions according to his/her recommendation.**
2. If your doctor decides that **you need to pass the RT-PCR test for COVID-19**, he/she will issue you an electronic request for a COVID-19 test.
3. With the request, you can **visit a testing centre** without booking, but it is recommended to contact the relevant testing centre by phone and check its current capacity before your visit.
4. **Do not go to school or the public and stay at home** until the test result is announced.
5. **In case of a positive test**, immediately report this fact to the email address karantena@vse.cz and also to your superior, including the duration of the ordered home isolation. Also inform your colleagues with whom you have been in contact for a longer time without respiratory protection and without observing min. distance of 1.5 meters. Positive test results are reported by the laboratories to the relevant hygiene station, which will probably contact you.
6. If you are a teacher, please agree on an alternative teaching solution with the head of the department. **The Dean decides** on a possible temporary transition to online teaching during the period of home isolation.
7. **Home isolation can only be completed by your doctor (general practitioner).**
8. Send a confirmation of the end of home isolation by email to your superior.
9. If you have been informed by a colleague that he/she has undergone the RT-PCR test with a positive result for COVID-19, the following rule applies:
* **vaccinated and those who have contracted COVID-19** and no more than 180 days have elapsed since the first positive test:
* if they are asymptomatic, they do not have to pass the RT-PCR test for covid-19 and do not even have to quarantine;
* if they have symptoms, they must pass the RT-PCR test for COVID-19.
* **non-vaccinated are obliged to enter the quarantine**, inform their superior and proceed analogously as in the case of home isolation. Quarantine is ordered by an employee of the relevant hygiene station or special tracing call centre. However, there are large number of cases of infection and before the tracing centre or hygiene station calls you, you may already be infectious. Therefore, be considerate and remain in quarantine voluntarily. Contact your doctor and follow his instructions.
1. ***Please always keep in mind that strict adherence to increased hygienic and all currently valid preventive measures protects not only you, but also your surroundings and your loved ones. If you are a teacher, consider, depending on the situation, whether it would not be appropriate to use respiratory protective equipment during lessons, even if you have been vaccinated or have contracted COVID-19 in the last 6 months.***