

**To:** All staff and physicians  
**From:** Maura McKinnon, Chief Human Resource Officer  
**Date:** Dec. 11, 2020  
**Re:** **Traveler Isolating in an Employee Home**

We understand that a number of employees will have family and friends returning home for Christmas break. As is required under the Emergency Order, these individuals must self-isolate for 14 days after entering New Brunswick.

**If you have someone in your home who is self-isolating, you are responsible to ensure that you make the necessary arrangements so your visitor's required self-isolation does not prevent you from coming to work.**

The Government of New Brunswick has published the following requirements for people who are self-isolating and for those who are in the same home:

- While you have someone self-isolating in your home, visitors are not permitted, even if outside and maintaining two metre distance.
- The person who is self-isolating must avoid contact with others in the household.
- You are required to maintain a two-metre distance from the person who is self-isolating in your household. If contact cannot be avoided, keep interactions brief and all individuals must wear a mask that covers the mouth and nose at all times.
- You must sleep in a separate room from a person who is self-isolating.
- You must use a separate bathroom from the person who is self-isolating. If this is not possible, you must ensure that commonly touched surfaces (door handles, light switch, sink, taps, counter, toilet, etc.) are disinfected after each use.
- Do not share personal items with the person who is self-isolating. Such items include hand towels, bed linen, utensils, toothbrushes, and electronics.

If you have someone in your home who is isolating, you are permitted to come to work provided that the above requirements are followed by you and by the person who is self-isolating. You are also permitted to pick up essential items or run essential errands.

For the entire document and the specific restrictions on those who are self-isolating, please click [here](#).

Horizon expects employees to follow the above requirements if they have someone self-isolating in their home.

Paid leave will not be provided for employees who have someone self-isolating in their home. As annual vacations have already been approved, it is also very unlikely that vacation can be granted.

**If you have someone in your home who is self-isolating for any reason, you must advise Employee Health and Wellness by calling 1-833-978-2580.**