

Jim Butler Auto Group Health Guidelines

Today, we are streamlining our COVID-19 guidelines to help people better understand their risk, how to protect themselves and others, what actions to take if exposed to COVID-19, and what actions to take if they are sick or test positive for the virus. COVID-19 continues to circulate globally, however, with so many tools available to us for reducing COVID-19 severity, there is significantly less risk of severe illness, hospitalization and death compared to earlier in the pandemic.

It has really been a challenging year for all of us. I specifically want to thank those employees who continue to do everything possible to keep our workplace and workmates healthy.

Because of the skyrocketing cases of variants, Jim Butler Auto Group will continue several public health measures while continuing to take a layered approach to protecting and monitoring the health and safety of our employees and customers:

Visitors: Jim Butler requires all visiting vendors to be fully vaccinated against COVID-19 and, effective January 21, 2022, to have received a COVID-19 vaccine booster shot when eligible, or to have an approved medical or religious exemption.

Exposure or “Close Contact” and Positive Test for COVID

In support of the CDC (Centers for Disease Control) Update, Jim Butler is:

- Continuing to promote the importance of being [up to date with vaccinations](#) to protect people against serious illness, hospitalization, and death. Protection provided by the current vaccine against symptomatic infection and transmission is less than that against severe disease and diminishes over time, especially against the currently circulating variants. For this reason, it is important to stay up to date, especially as new vaccines become available.
- Updating our guidance for people who are not up to date on COVID-19 vaccines on what to do if exposed to someone with COVID-19. This is consistent with the existing guidance for people who are up to date on COVID-19 vaccines.
- Recommending that instead of quarantining if you were exposed to COVID-19, you wear a high-quality mask for 10 days (about 1 and a half weeks) and get tested on day 5.
- Reiterating that regardless of vaccination status, you should isolate from others when you have COVID-19.
 - You should also isolate yourself if you are sick and suspect that you have COVID-19 but do not yet have test results.
 - If your results are positive, follow CDC’s full isolation recommendations.
 - If your results are negative, you can end your isolation.
- **We Require that if you test positive for COVID-19**, you stay home for at least 5 days and isolate yourself from others in your home. You are most infectious during these first 5 days. Wear a high-quality mask when you must be around others at home and in public.

- If after 5 days you are fever-free for 24 hours without the use of medication, and your symptoms are improving, or you never had symptoms, you may end isolation after day 5.
- *Regardless of when you end isolation, avoid being around people who are more likely to get extremely sick from COVID-19 until at least day 11.*
- You should wear a high-quality mask through day 10.
- Jim Butler requires that if you had [moderate illness](#) (If you experienced shortness of breath or had difficulty breathing) or [severe illness](#) (You were hospitalized) due to COVID-19 or have a weakened immune system, you need to isolate through day 10.
- We also require that if you had [severe illness](#) or have a weakened immune system, consult your doctor before ending isolation. Ending isolation without a viral test may not be an option for you. If you are unsure if your symptoms are moderate or severe or if you have a weakened immune system, talk to a healthcare provider for further guidance.
- Clarifying that after you have ended isolation, if your COVID-19 symptoms worsen, restart your isolation at day 0. Talk to a healthcare provider if you have questions about your symptoms or when to end isolation.
- Recommending screening testing of asymptomatic people without known exposures will no longer be recommended in most community settings.
- Emphasizing that physical distance is just one component of how to protect yourself and others. It is important to consider the risk in a particular setting, including local COVID-19 Community Levels and the significant role of ventilation, when assessing the need to maintain physical distance.

Actions to take will continue to be informed by the [COVID-19 Community Levels](#), launched in February. CDC will continue to focus efforts on preventing severe illness and post-COVID conditions, while ensuring everyone has the information and tools, they need to lower their risk.

This updated guidance is intended to apply to community settings. In the coming weeks CDC will work to align stand-alone guidance documents, such as those for healthcare settings, congregate settings at higher risk of transmission, and travel, with today's update.

COVID-19 Vaccination Requirement

Jim Butler requires all staff to be fully vaccinated against COVID-19 and, effective January 21, 2022, to have received a COVID-19 vaccine booster shot when eligible, or to have an approved medical or religious exemption. This requirement applies to all staff and while exceptions can and will be made, they will be rare. The safety of our team and customers is our priority.

The Jim Butler COVID-19 vaccination requirement will continue to be updated as public health conditions evolve.

We strongly encourage you to get a booster shot as soon as possible. Please visit [Vaccines.gov](https://www.vaccines.gov) to find the closest vaccination site to you. Booster shots are available without a prescription and at no charge to you at your local pharmacy, community clinic or doctor's office.

Symptom Monitoring

While we are encouraged that more than 85% of our staff is fully vaccinated, we are committed to ensuring that individuals coming to work each day are not presenting any symptoms of COVID-19. (Link sends you to CDC Symptom Checklist)

Please check before you come to work:

- Have you been exposed to Covid?
- Do you have a fever?
- Do you have a cough?
- Do you feel sickly?

If you answer yes to any of these, do not come to work. Communicate with your direct supervisor. Get tested. If you are COVID positive and must be hospitalized, please make sure someone communicates to your supervisor.

SUMMARY

Working closely with each other and with numerous customers gives us a greater responsibility. We are a well-oiled machine with great people and processes. Implementing these processes is our part to share in the responsibility to keep our workplace going and your family and coworkers safe and healthy.

We ask:

- Get Vaccinated
- Booster as soon as you can
- Keep your workplace clean
- Make sure masks are at the doors for all customers
- Do not come to work if you are sick
- Communicate effectively with your supervisor