



**2019 NOVEL CORONAVIRUS (COVID-19/2019-nCoV) POLICY:
COVID-19 Travel Guidelines**

Effective: November 4, 2020

These guidelines apply to all Gateway facilities and supersede any COVID-19 travel-related guidelines described within any previous GCC policies.

DOMESTIC TRAVEL

On October 31, 2020, NYS Governor Andrew M. Cuomo announced changes to the New York Travel Advisory protocol implemented as per Executive Order 205 on June 25, 2020 that required all travelers coming from states with significant rates of transmission of COVID-19 to quarantine for a 14-day period. The new guidelines allow out-of-state travelers to New York to “test out” of the mandatory 14-day quarantine.

The new protocol is effective Wednesday, November 4, 2020 and **applies to all states except those states that share a border with NYS:**

- New Jersey
- Pennsylvania
- Connecticut
- Massachusetts
- Vermont

For any traveler to New York State from out of state, exempting the neighboring states, the new guidelines for travelers to test-out of the mandatory 14-day quarantine are as follows:

- **For travelers who were in another state for more than 24 hours:**
 - Travelers must obtain a test within three days of departure from that state.
 - The traveler must, upon arrival in New York, quarantine for three days.
 - On day 4 of their quarantine, the traveler must obtain another COVID test. If both tests come back negative, the traveler may exit quarantine early upon receipt of the second negative diagnostic test.
- **For travelers who were in another state for less than 24 hours:**
 - The traveler does not need a test prior to their departure from the other state and does not need to quarantine upon arrival in New York State.
 - However, the traveler must fill out our traveler form upon entry into New York State, and take a COVID diagnostic test 4 days after their arrival in New York.

Any GCC staff, service recipient, or visitor that has traveled out of NYS, exempting the neighboring states, and has not met the quarantine and testing requirements listed above, may not enter any of GCC's facilities.

Please note that there are exemptions for staff that are considered essential employees. The C-Level Officers and Human Resources Department will make a determination if a staff member is critical to the operation and/or safety of the program facility based on the needs of the respective program and the individuals served.

All Gateway staff must notify their supervisor and the Human Resources Department in writing prior to traveling to any state that does NOT share a border with New York State. The written notification must include the destination, travel date, and return date.

INTERNATIONAL TRAVEL

On September 28, 2020, Governor Cuomo issued Executive Order 205.1, extending the NYS travel advisory to include countries categorized by the CDC as a Level 2 or Level 3 COVID-19 threat. The recent changes to domestic travel guidelines do not apply to international travel. Any traveler coming to New York from a country that is a Level 2 or Level 3 COVID-19 risk must quarantine for a 14-day period.

The current list of countries categorized as Level 2 and Level 3 COVID-19 threats can be found on the following websites:

- NYS COVID-19 Travel website: <https://coronavirus.health.ny.gov/covid-19-travel-advisory>
- The CDC Travel Health Notices website: <https://wwwnc.cdc.gov/travel/notices>

Any GCC staff, service recipient, or visitor that has traveled to a country categorized by the CDC as a Level 2 or Level 3 COVID-19 threat may not enter any of GCC's facilities until they have completed a 14-day quarantine.

Please note that there are exemptions for staff that are considered essential employees. The C-Level Officers and Human Resources Department will make a determination if a staff member is critical to the operation and/or safety of the program facility based on the needs of the respective program and the individuals served.

All Gateway staff must notify their supervisor and the Human Resources Department in writing prior to traveling outside of the United States. The written notification must include the destination, travel date, and return date.

****Note: These guidelines will be updated in accordance with federal, state, and local regulatory agencies.***

These guidelines have been reviewed and endorsed by the Chief Compliance Officer, Chief Executive Officer, Deputy Chief Executive Officer, Chief Operating Officer, and the Chief Financial Officer.