



Dear Employer,

In order to reduce the spread of COVID-19 in Ottawa, Ottawa Public Health (OPH) appreciates your cooperation in excusing your employees from work, or accommodating alternative work arrangements (if an employee is well enough and able to work from home) in the following situations:

1. The Government of Canada has issued an Order under the *Quarantine Act*. This means employees who have traveled outside of Canada, including the United States may be required to self-isolate for 14 days from their date of arrival to Canada. Please refer to the [Government of Canada](https://www2.gov.gc.ca/gov2/eng/00000425.html) website for more information on quarantine guidelines for international travelers.
2. Under the *Health Protection and Promotion Act* of Ontario, employees must self-isolate if they:
 - Have been diagnosed with COVID-19
 - Have symptoms of COVID-19, even if mild **AND/OR**
 - Have been tested for COVID-19 and are awaiting the result
3. Employees who have been advised to self-isolate at home due to:
 - Having come in close contact with someone who has tested positive for COVID-19 **OR** is suspected to have COVID-19
4. Employees who have been advised by OPH to self-isolate for other reasons (i.e., a cluster or outbreak) regardless of vaccination status.
5. Employees who have tested positive on a rapid antigen test (RAT) and are unable to access confirmatory PCR testing.
6. Employees who are a household member of someone who has tested positive (on a PCR or RAT), or who has symptoms of COVID-19 and they are unable to access PCR testing.

Please note: Self-isolation recommendations can vary. Please refer to [OttawaPublicHealth.ca/COVID19instructions](https://ottawapublichealth.ca/COVID19instructions) for more details on self-isolation periods.

Please accept this letter as a sick note based on the criteria listed above.

Please continue to check our webpage for more information and guidance:
www.OttawaPublicHealth.ca/Coronavirus.

Thank you,
Ottawa Public Health

Last Updated: Dec 29, 2021