



New Jersey COVID-19 Traveler Advisory—New Jersey Airports

Frequently Asked Questions (FAQ) for Local Health Departments in New Jersey

Acronyms:

LINCS	Local Information Network and Communication System
LHD	Local health department
NJDOH	New Jersey Department of Health
OLPH	Office of Local Public Health
ODR	Office of Disaster Resilience
POC	Point of Contact

Q: What is the New Jersey Traveler Advisory and how will local health departments (LHDs) receive information about travelers returning from states with widespread COVID-19 transmission?

A: Travelers returning to or staying in New Jersey following arrival at one of four airports in New Jersey, including Newark, Teterboro, Atlantic City and Trenton, will be asked to voluntarily complete an electronic form if they have recently visited a state with widespread COVID-19 transmission. Once per day, information from these forms will be securely transmitted (i.e., sent in a password-protected file through encrypted email) to the New Jersey Department of Health (NJDOH) Office of Disaster Resilience (ODR). The NJDOH ODR will securely transmit this information to a single point of contact (POC) at the LINCS Agency in the county where the traveler is visiting or resides. Depending on the jurisdictional structure of the county, the POC at each LINCS Agency is responsible for either contacting the traveler or securely transmitting this information to a single POC at the LHD where the traveler resides or is visiting so that LHD can contact the traveler.

Q: What should an LHD do when it receives information about a traveler returning/arriving from a state with widespread COVID-19 transmission?

A: When the POC at a LINCS Agency or LHD receives information on a returning/visiting traveler in their jurisdiction, the LINCS Agency/LHD should make a minimum of one (1) attempt to contact the traveler to ensure they understand the request to voluntarily self-quarantine for 14 days following their last date in the state where widespread transmission of COVID-19 is occurring, and to ascertain if assistance with self-quarantining may be needed.

Q: How often will LINCS Agencies/LHDs receive information from NJDOH ODR and what is the anticipated number of forms that LHDs may receive each day?

A: The NJDOH ODR will send returning/visiting traveler information to LINCS Agencies once per day, Monday through Friday. LINCS Agencies are expected to forward this information to the appropriate LHD in their jurisdiction that same day. LHDs are expected to contact travelers within 24 hours of

receiving a file from the ODR or the LINCS Agency. Files received on Friday or the day before a holiday may be contacted on the next business day.

The New Jersey Traveler Advisory is voluntary. Returning/visiting travelers are asked but not required to complete forms; as such, it is not possible to estimate the volume of forms an LHD may receive.

Q: How should LINCS Agencies and LHDs store and delete information received about travelers?

A: Since forms completed by returning/visiting travelers include personally identifiable information, LINCS agencies and LHDs should store this information in a password-protected file on a secure computer in a fixed location (i.e., not a tablet or laptop). Access to the file should be restricted to the POC and a limited number of public health staff who may be serving as back-up to the POC. Once a LINCS Agency transmits information to an LHD in their jurisdiction, the file should be deleted. LHDs should delete files no more than 30 days after receipt, which allows the LHD to readily access traveler information during the 14-day self-quarantine period if needed.

Q: How should an LHD contact a traveler and how many attempts should be made to reach someone?

A: LHDs should make a minimum of one (1) attempt to contact a returning/visiting traveler using contact information provided by the traveler when they completed their electronic form. When leaving a voice mail or other message for a traveler, LHDs should leave the name, number and hours of availability of the POC or other LHD staff who can readily assist the traveler when they call back. LINCS Agencies/LHDs should alert their call center and/or support staff so they are aware travelers may be returning calls and know where to direct these calls. LHDs are not expected to make home visits to communicate with travelers.

Q: What are LHDs expected to tell travelers when they contact them?

A: When an LHD contacts a returning/visiting traveler, they should first confirm the traveler has returned from one of the states where widespread transmission of COVID-19 is occurring. Once this travel has been confirmed, the LHD should explain the New Jersey Traveler Advisory, including the request to voluntarily self-quarantine for 14 days. The LHD should ask about the traveler's current health status and review the timeframe for which the traveler should voluntarily self-quarantine, based on the last date when the traveler was in the affected state. If a traveler reports feeling ill or requests COVID testing, the LHD should assist with connecting them to a healthcare provider or testing site. If a traveler does not have a safe place to quarantine, the LHD should assist the individual or family with quarantine accommodations and other social supports. If a traveler may have an exemption from self-quarantine (e.g., business exemption), the LHD should discuss ways the traveler can protect others from potential exposure should they develop symptoms during their 14-day incubation period, including prevention measures such as getting tested, wearing a mask and practicing social distancing. The LHD should provide their contact information if a traveler has further questions or concerns.

Q: What if a traveler refuses to talk to the LHD or self-quarantine?

A: At this time, the New Jersey Traveler Advisory is a *voluntary* self-quarantine. If a person refuses to speak to the LHD or self-quarantine, no further action is required.

Q: What if a traveler is staying in another jurisdiction?

A: If a returning traveler reports that they will be staying in another jurisdiction, the LHD should still review the request to voluntarily self-quarantine and assess the returning traveler for any additional needs *before* providing contact information for the LHD where the traveler will be staying. After the call is completed, if the returning traveler has requested assistance with quarantine or reported feeling ill, the original LHD should contact the LHD where the traveler will be staying to securely transfer the file for additional follow-up. If the returning traveler denies feeling ill and/or does not have any additional needs, notification to the LHD where the returning traveler will be staying is not required.

Q: Are returning travelers being asked to complete forms if they arrive via bus, train, boat, car or an airport in a neighboring state? Are travelers passing through New Jersey airports to connect to another flight asked to complete a form?

A: At this time, the New Jersey Traveler Advisory is limited to travelers returning to or staying in New Jersey following travel at one of four New Jersey airports including Newark, Teterboro, Atlantic City and Trenton.

Q: Who should LINCS Agencies/LHDs contact if they have questions about this process?

A: LINCS Agencies/LHDs with questions about this initiative may contact Dana Johnson, Director of ODR (Dana.Johnson@doh.nj.gov) or Shereen Semple, Director of OLPH (Shereen.Semple@doh.nj.gov).