

Workflow and Measures for Employees of the Risk Group

Only to be applied if the presence of an employee with the self-assessment of being a "risk patient" is absolutely necessary or if the work performance of the employee cannot be called upon from home, i.e. cannot be performed.

Definition of risk group (as an aid to self-assessment)

(based on RKI "Information and support for people at a higher risk for a severe COVID-19 disease course")

Employees at the University of Lübeck fall into the risk group,

- If they are 60 years or older and in addition, are declared to belong to the risk group because of their individual health condition (basic diseases) by their family doctor.
- if - regardless of age - various basic illnesses such as cardiovascular diseases, diabetes, diseases of the respiratory system, liver and kidney as well as cancer are present, especially if several of these factors are present.
- if their immune defence is weakened due to a disease or is suppressed with drugs such as cortisone.

Facts	Info employee	Examination Superiors	Family doctor	Risk assessment ¹		Company medical service
According to self-assessment: a) Definition of risk group see above b) Employee lives in the same household as a person in the risk group according to the above definition	Employee informs supervisors about self-evaluation of belonging to the risk group or through domestic cohabitation with a person in the risk group.	Supervisor states that home office is not possible.	Employee obtains an informal certificate from the family doctor without giving reasons ("Patient belongs to the risk group according to the RKI.") and presents it to his/her superior.	Superiors inform FASi and an individual GB takes place with the participation of the staff councils and, if applicable, the representation of severely handicapped persons (SBV).	1st RA defines protective measures for a safe presence working environment. Agreement on presence deployment successful.	no involvement
					2nd RA shows that it is not possible to design a safe working environment for presence work.	BDN is contacted and makes a decision on incapacity for work or service and informs the staff councils and, if necessary, the SBV

¹ The individual RA must be updated before moving into new pandemic phases.