



Betriebsrat **wissenschaftliches Personal**  
Medizinische Universität Innsbruck



MEDIZINISCHE  
UNIVERSITÄT  
INNSBRUCK

## Corona FAQs from 11/03/2020 to 20/03/2020

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**20/03/2020:**

### **How to proceed if an employee's job does not allow home-office?**

These persons can be released from the obligation to be present at the work place with continuation of payment of salary. For this purpose, the head of the organizational unit has to submit a corresponding application to the President for approval.

As this measure is taken against the background of containing the COVID-19 virus employees must stay at their home address and comply with the communicated rules of conduct.

Employees must be reachable by telephone and have to check e-mails frequently and regularly. During the fictitious normal working hours Employees have to be **available for work** to take up work immediately again, if necessary, or to answer inquiries via telephone.

**20/03/2020:**

### **Home-office, release from presence at the work place:**

The President's permits issued to date to contain COVID-19, especially daily or weekly alternating attendances and absences to maintain operability (back up teams), are generally upright until 5 April 2020, unless an acute need for on-site work arises. The President decides on the latter after consultation with the responsible organizational unit heads.

Please notify the HR department **only of any changes** to approved measures (changes of attendance / absences) informally via [personal@i-med.ac.at](mailto:personal@i-med.ac.at).

Please note that the Medical University Innsbruck is a **systemically important in our health system** and has to maintain core operability in all organizational units. Home-office and release from presence at the work place are granted with reservation.

**20/03/2020:**

### **Curfew and commuting to work – may I still go / drive to work?**

Against the background of the Government Decree COVID-19 Labor Law you must be prepared to prove to organs of public security that you are legally leaving your place of residence for professional reasons. You can do so with your employee ID and / or a separate confirmation provided at [https://www.i-med.ac.at/pa/intranet/pa\\_intra\\_aktuell.html](https://www.i-med.ac.at/pa/intranet/pa_intra_aktuell.html).

**20/03/2020:**

### **COVID-19 and data protection: are there special requirements?**

Currently it is of course essential to stay informed and to exchange information via different information and communication channels. We would like to remind you that you must not disregard data protection laws, even in this special time. Please adhere to the principles of the data protection law. In particular, do not pass on sensitive personal data without the corresponding legal basis.

In case of doubt, our data protection coordinator Dr. Innerhofer is available at [Bernhard.Innerhofer@i-med.ac.at](mailto:Bernhard.Innerhofer@i-med.ac.at), <https://www.i-med.ac.at/datenschutzkoordinator/>.

It shows strength and professionalism to always respect and guarantee the fundamental values of our profession, such as the right to secrecy, be it towards colleagues or patients. Everyone has the right to keep their health data secret, especially in connection with COVID-19!

**20/03/2020:**

**What are the effects of the "corona virus crisis" on the animal houses?**

Despite the current restrictions imposed by COVID-19, regular control of the experimental animals by the responsible scientists is absolutely essential. The animals in breeding are to be checked **weekly**. Animals in ongoing experiments should be checked **at least once a week**, depending on the experiment. If checks cannot be carried out, justified when e.g. the scientist is under quarantine, this must be reported immediately to [vet@i-med.ac.at](mailto:vet@i-med.ac.at). Please also note the separate information from the animal house facilities.

**20/03/2020:**

**Dispatch of MUI's Executive Team [concerning continuation of home office, Corona contact management in the clinics, data protection reminder.](#)**

**19/03/2020:**

**May I go on vacation now outside of my town, Austria?**

If you stay at home, yes.

Else no. No public transportation and flights are possible. Tyrol is under quarantine.

**19/03/2020:**

**Are business trips still allowed?**

No. Until further notice of the rectorate. Tyrol is under quarantine.

**18/03/2020:**

In view of the governor's ordinance announced on March 18, 2020, the COVID 19 Measures Act ("Quarantine for all Tyrolean municipalities"), you may have to prove to organs of public security (police or similar authorized persons) that you are rightfully leaving your place of residence to exercise your professional activity. Your employee ID card and a [separate confirmation](#) will do.

**16/03/2020:**

**Preschool, Kindergarten, Elementary and other Schools:**

Closed. If you need to take care of children (under 14 years old) or your next-of-kin and nobody and no institution is available at your hometown, please write to [covid@i-med.ac.at](mailto:covid@i-med.ac.at), explaining the situation and detailing the days / period needed. You will be granted up to three weeks of Special Care Time between 16 March and 4 April 2020. Please CC your head of unit who needs to support this.

**16/03/2020:**

**May I do Home-Office?**

Yes, see the dispatches of the Medical University Innsbruck (16 March 2020) and the Works Council of Scientific Staff (17 March 2020, link einfügen!)

**16/03/2020:**

**I am running experiments. What to do?**

Critical, costly, long-term, and really important experiments may be continued until further notice.

**16/03/2020:**

**I am a doctor in service at the Tirol Kliniken.**

MUI's regulations as stipulated are to be followed; directives for medical work will be given by the "Ärztliche Direktion" and the Head of the Clinic.

**16/03/2020:**

**"Curfew" – how do I get to work?**

For operational reasons only the head of unit may issue ad confirmation that allows you commuting. The document is here: [https://www.i-med.ac.at/pa/intranet/pa\\_intra\\_aktuell.html](https://www.i-med.ac.at/pa/intranet/pa_intra_aktuell.html)

**13/03/2020:**

**I'm pregnant. Do I have an increased risk?**

Current data indicate no increased risk. When you have pre-existing illnesses, please contact your gynecologist.

**If you have symptoms like cough, sore throat, fever or difficulties in breathing, please**

- **Stay at home**
- **call 1450**
- **write this to covid@i-med.ac.at**
- **write this to the head of your unit**

**13/03/2020:**

**Maybe I'm a potential suspect. What needs to be considered before going to work?**

The heads of the organizational units are obliged to assess potentially suspicious cases according to the guidelines of the Federal Ministry of Social Affairs, Health, Care and Consumer Protection, possibly with the involvement of the company medical service. They need to notify covid@i-med.ac.at. The further procedure has to be determined in consultation with the rector.

**13/03/2020:**

**How can I reach administration?**

Until further notice by mail and telephone only. Meetings in person by special permit only.

**13/03/2020:**

**How do I stay informed?**

- <https://Tirol.orf.at>
- <https://www.tirol.gv.at/gesundheitsvorsorge/infekt/coronavirus-covid-19-informationen/>
- <https://www.i-med.ac.at/universitaet/corona.html>

**11/03/2020:**

**What should I do if I experience flu symptoms?**

The Rectorate asks all relatives to stay at home if they have the relevant symptoms, which typically occur with colds, flu and flu infections. Report your illness using the usual official channels.

**11/03/2020:**

**What to do if I suspect an infection with the corona virus?**

This will be the case, if:

You have acute symptoms of a respiratory infection. Sudden onset of at least one of the following symptoms: cough, fever, shortness of breath without a plausible explanation or cause

AND

14 days before the onset of symptoms you visited a declared SARS-CoV-2 risk area.

OR

You had contact with a CONFIRMED infected person 14 days before the onset of any symptoms of an acute respiratory infection.

**THEN**

- **Call 1450 by telephone**
- **Inform the Medical University of Innsbruck via [covid@i-med.ac.at](mailto:covid@i-med.ac.at)**
- **Inform your Head of Unit by mail.**

**11/03/2020:**

**Can employees precautionary be sent home without official quarantine order?**

The head of your unit must request and arrange this with the rector via mail to [covid@i-med.ac.at](mailto:covid@i-med.ac.at).

**11/03/2020:**

**Am I obliged to inform the employer of a corona virus infection?**

Yes, immediately to [covid@i-med.ac.at](mailto:covid@i-med.ac.at)

Yes, immediately to the head of your unit.

As soon as you have received any official quarantine orders inflicted on you in writing: send this ("Bescheid über die Absonderung einer ansteckungsverdächtigen Person") to [personal@i-med.ac.at](mailto:personal@i-med.ac.at). This is for the safety of your coworkers.

**11/03/2020:**

**Can I refuse to show up for work for fear of being infected?**

No. Only if there is an objectively verified risk of infection with the virus while working.

This does not apply to persons who regularly deal with illnesses (e.g. doctors or other medical staff).

**11/03/2020:**

**I am sick with Corona.**

All things remain unchanged for sick leave (payment, health care, ...). Unless you deliberately entered a risk area privately.

Get well soon!

**11/03/2020:**

**May I refuse to work with a person who returned from a risk area?**

No. If the person has no symptoms and if you keep at least one meter distance to your co-worker(s).

**11/03/2020:**

**Do I have to inform the employer that I was in an declared risk area?**

Yes. Inform the university via [covid@i-med.ac.at](mailto:covid@i-med.ac.at) and the head of your unit. The rector will decide over measures to be taken.

**11/03/2020:**

**Can I insist to wear a protective face mask?'**

No. You may use a mask for protecting you and others against potential infections via droplets (sneezing!).

Anything else?

Please direct inquiries to [covid@i-med.ac.at](mailto:covid@i-med.ac.at).

Thank you - stay safe!

Wolfgang Freysinger  
Head  
Works Council Scientific Staff