

Health Sciences Travel FAQs

As of 07 May 2021

Is outgoing University-related travel restricted in any way?

University-paid travel will recommence on May 16, 2021, returning to normal travel approvals and other requirements in [UBP 4030](#).

UNM Health Sciences Center is following the [UNM Health System](#) travel guidance. UNM Health Sciences continues to advise against unnecessary travel, both business and personal.

Health Sciences will continue to follow CDC and NM Department of Health guidance on intrastate and international travel.

Are incoming University business-related visitors from out of state restricted in any way?

Incoming visitors from out of state conducting business-related activities will be accommodated and COVID-19 safe practices must be followed.

Employees should not gather in groups larger than 10 individuals per the State's [Red-Yellow-Green-Turquoise](#) framework. In-person meetings must take place in large spaces (e.g., conference rooms) that will accommodate physical distancing of at least 3 feet between attendees. Masks must be worn at all times except when consuming food or drink.

Can I schedule future travel?

Yes, travel beyond May 15, 2021, may be scheduled; however, it may be subject to cancellation if there is a change in the NM Department of Health's travel guidelines. As has always been the case, supervisors will be responsible for approving travel ([UAP 4030: Travel](#)). Should circumstances change and travel needs to be cancelled, travelers should attempt to obtain a refund directly from airlines, conference host, and/or any other travel-related vendor.

Is my personal travel restricted?

No. Employees should contact Occupational Health at 505.515.8212 for additional guidance. Because travel advice and high-incidence areas change constantly, please check [here](#) for the latest information.

Do I have to quarantine or self-isolate when I return from out-of-state travel?

Yes.

Out-of-state travel:

- All out-of-state travel must be reported to the COVID Call Center at 505.515.8212.
- Fully vaccinated: No quarantine requirement. A 14-day symptoms survey required.
- Unvaccinated/partially vaccinated: Quarantine required for states with incidence >10/100,000 or test positivity rate \geq than 7.5%
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International travel:

- All international travel must be reported to the COVID Call Center.
- Quarantine from work required. A 14-day symptoms survey required.

Please contact Occupational Health at 505.515.8212 for additional guidance on travel and follow their recommendations.

Do I have to report out-of-state or travel to high-incidence areas within the state?

Yes. All out-of-state and international travel must be reported to the COVID Call Center at 505.515.8212.

UNM will not reopen the Travel Portal. and employees with questions may continue to contact the Occupational Health at 505.515.8212 for advice.

If I am unable to work from home during quarantine or self-isolation related to travel, will I be provided with leave?

Should the resulting quarantine or upon advice from Occupational Health to self-isolate have an impact on your ability to perform your job duties (i.e., unable to telecommute), you may use accrued sick or annual leave, or other leave available, to cover the period that you cannot return to campus.

UNM Hospitals, SRMC and UNMMG have their own Human Resources systems and policies, and those employees may draw from any category of accrued leave to cover their quarantine time.

Can my annual leave be denied based on where I am traveling?

No. Annual leave requests will be determined in accordance with [UAP Policy 3400, § 5](#), as it relates to staff employees, Faculty Handbook Policy C-50 as to faculty, and/or applicable collective bargaining agreement.

Staff and faculty are not asked about the purpose for leave when they request annual leave.