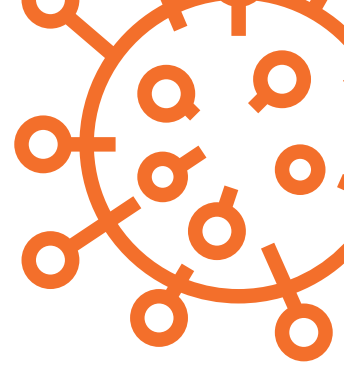


IF AN EMPLOYEE TESTS POSITIVE FOR COVID-19



1. Tell the positive employee to isolate at home

- The person needs to stay home except to get medical care. They must isolate away from others in their household (use a separate bedroom and bathroom, if possible).
- The person must stay home for at least 10 days after their symptoms began (or 10 days after being tested if no symptoms). They can return to in-person work on day 11 as long as they do not have a fever, vomiting, or diarrhea for at least 24 hours, and as long as other symptoms have improved.
- You must protect the confidentiality of this employee. Do not tell other employees the person's name or health information. This information should be shared with the Health Department.

2. Determine when the employee was at work while contagious

- The contagious period starts 2 days before symptoms begin (or 2 days before the person was tested if they don't have symptoms) and continues for 10 days.
- Determine the potential dates that others were at risk of exposure.

3. Determine who was a "close contact"

- People who are near a contagious person for an extended period of time are more likely to become infected. A "close contact" is someone who was within 6 feet of a contagious person for 15 minutes or more over a 24-hour period, either with or without wearing a mask. Add up individual exposures throughout the day to determine if someone met this criteria (i.e. three 5-minute exposures over the course of one shift would mean someone had close contact).
- Review schedules to see who was at the facility on the dates of potential exposure. Talk to the positive person and watch surveillance video, if available.

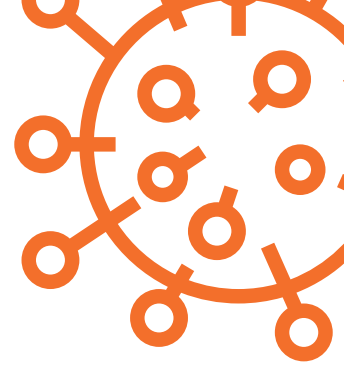
4. Notify close contacts that they need to quarantine

- Collect names and contact information of the close contacts to share with the Health Department.
- Notify close contacts directly that they need to quarantine due to an exposure (while protecting the privacy of the positive person). Send the close contacts home if they are currently at work.
- The close contacts must stay home for 10 days past their last date of contact with the positive person. During quarantine they need to stay home except to get medical care. They also need to monitor for symptoms and get tested if symptoms develop.
- Even if these close contact tests negative for COVID-19, they must still complete 10 days of quarantine at home. Close contacts can return to in-person work on day 11 as long as they have not developed any symptoms, have not tested positive, and do not have pending test results.

Quarantine Exemptions:

- Close contacts who have tested positive for COVID-19 within the past 90 days do not need to quarantine, as long as they do not have ANY symptoms since their exposure. Notify them of their exposure so they can watch for symptoms.
- Close contacts who are fully vaccinated for COVID-19 (it has been at least 14 days since their 2nd dose of Pfizer/Moderna, or at least 14 days since their only dose of Janssen/Johnson & Johnson) do not need to quarantine, as long as they do not have ANY symptoms since their exposure. Notify them of their exposure so they can watch for symptoms.

IF AN EMPLOYEE TESTS POSITIVE FOR COVID-19



5. Notify the Health Department of the positive employee

- The health department is only notified of positive individuals who actually live in our county. So, if you have employees who work in Washtenaw County but do not live here, we will not know about these cases, or potential outbreaks occurring at your facility.
- We want to work with you to help determine if others were exposed, and to offer guidance and support on next steps. We are here to help during what can be a very stressful time for businesses and employees.
- For businesses in Washtenaw County, please report positive cases and close contacts in our secure, HIPAA-compliant online portal:

 bit.ly/covid19atwork

6. Notify other potentially exposed individuals

- Inform other employees and those who may have had casual contact with the positive individual that there was a positive case associated with your facility (while protecting the privacy of the positive person).
- Let these individuals know that any close contacts who were at higher risk of exposure have been identified and notified directly.
- Any other individuals at the facility are considered lower risk – similar to any time a person leaves the house and goes out in public. These lower risk individuals should watch for symptoms, and get tested if they develop any symptoms.

7. Thoroughly clean the facility

- Open outside doors and windows and use ventilating fans to increase air circulation in the area.
- If less than 24 hours have passed since the person who is sick or diagnosed with COVID-19 has been in the space, clean with soap and water, and then disinfect the area. When disinfecting, be sure to use products registered with the EPA to kill the coronavirus SARS-CoV-2 (COVID-19).
- If more than 24 hours have passed since the person who is sick or diagnosed with COVID-19 has been in the space, cleaning is enough. You may choose to also disinfect depending on certain conditions or everyday practices required by your facility.
- If more than 3 days have passed since the person who is sick or diagnosed with COVID-19 has been in the space, no additional cleaning (beyond regular cleaning practices) is needed.
- When cleaning and/or disinfecting, focus on frequently touched surfaces in offices, bathrooms, common areas, and shared electronic equipment (like tablets, touch screens, keyboards, remote controls, etc.) used by the person who is sick or diagnosed with COVID-19.

QUESTIONS? CONTACT US!



734-544-6700

Leave a message if your call is not answered.



health@washtenaw.org



washtenaw.org/covid19