STEPS TO TAKE IF AN <u>EMPLOYEE</u> IS SUSPECTED OR CONFIRMED POSITIVE TO HAVE COVID-19

1. Instruct employee to stay home at least 10 days* after symptoms started (or since first positive PCR test if person is asymptomatic/ does not have symptoms).

2. If it has been *less than 7 days* since employee has been in the facility, temporarily close area where employee worked until cleaning is completed. Wait 24 hours or as long as practical before conducting deep cleaning of area where employee worked and may have been (breakrooms, restrooms, travel areas) with EPA-approved cleaning agents. Ensure cleaning personnel are equipped with appropriate personal protective equipment (PPE).

If it has been *more than 7 days* since employee has been in the facility, additional cleaning and disinfection is not necessary. Continue routine cleaning and disinfection.

3. Promptly report employee was diagnosed with COVID-19 to the County Public Health Services by completing the COVID-19 Notification Form or calling 888-950-9905. Include 1) name, 2) date of birth, and 3) contact information of employee[1].

4. Cooperate with County Public Health Services COVID-19 response team to identify and provide contact information for any persons exposed by the employee at the workplace[1].

5. Record and report work-related COVID-19 illnesses or fatality as per other occupational health reporting requirements.

6. Provide notice of exposure to any employees and contractors (who regularly work at the workplace) who may have been exposed to COVID-19, as stated in the State's COVID-19 Employer Playbook for a Safe Reopening.

*For patients with severe to critical illness or are severely immunocompromised, the recommended duration for Transmission-Based Precautions was changed to at least 10 days and up to 20 days after symptom onset.

[1] As per San Diego County Public Health Order. For school guidance: COVID-19 Industry Guidance: Schools and School-Based Programs.

Employers should <u>not</u> require employee to provide a negative COVID-19 test result or healthcare provider's note to return to work.

PREVENTION
- ✓ Actively encourage sick employees to stay home.
- ✓ Accommodate employees through social distancing or telework (if possible).
- ✓ Emphasize face coverings and hand hygiene.
- ✓ Perform routine environmental cleaning.
- ✓ Check government websites (CDC, State Department) for any travel advisories.
- ✓ Plan for infection disease outbreaks in the workplace.

IF EMPLOYEE…

Has any severe symptoms: Advise them to seek medical attention immediately.

Has any health-related questions or concerns: Have employee contact their healthcare provider.

Does not have health coverage, has other general questions about COVID-19, or would like information about community resources: Have them call 2-1-1.

EMPLOYEE MAY RETURN TO WORK WHEN:

At least 10 days* since start of symptoms (or since first positive PCR test if person is asymptomatic)

+

At least 24 hours since last fever without use of fever-reducing medications

+

Improvement in symptoms

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