COVID-19 EXPOSURE PROTOCOL - EMPLOYEES

A

COVID-19 POSITIVE EMPLOYEE

Employee tests positive or deemed presumptive positive by physician.

ISOLATION

Employee must isolate for a minimum of 10 days and follow recommendations of health professionals. Employee may only return to work after meeting CDC's Discontinuation of Isolation guidelines for non-healthcare:

Symptom-based Option

- 24 hours fever free with no medications; all other symptoms* have improved, and,
- 10 days have passed since start of symptoms*

Time-based Option *(asymptomatic positives only)*

- 24 hours fever free with no medications; all other symptoms* have improved, and,
- 10 days have passed since start of symptoms*

CLOSE FOR CLEANING

Temporarily close the worksite for 24 hours prior to deep cleaning the spaces where the employee worked.

B

SYMPTOMATIC EXPOSURE to A

Employee has symptoms* following direct contact with someone who tested positive for COVID-19.
A medical diagnosis is needed from a healthcare provider.

ISOLATION

Employee must isolate for a minimum of 10 days and follow recommendations of health professionals. Employee may only return to work after meeting CDC's Discontinuation of Isolation guidelines for non-healthcare:

Symptom-based Option

- 24 hours fever free with no medications; all other symptoms* have improved, and,
- 10 days have passed since start of symptoms*

CLOSE FOR CLEANING

Temporarily close the worksite for 24 hours prior to deep cleaning the spaces where the employee worked.

C

ASYMPTOMATIC EXPOSURE to A

Employee does not have symptoms* but has been in direct contact with someone who has tested positive for COVID-19.

QUARANTINE
Employee must quarantine for a minimum of 14 days, monitor their own symptoms* and report daily to their supervisor. If they begin to have symptoms*, employee should isolate and follow column B protocol.

D

EXPOSURE to B or C

Employee is in direct contact with either a symptomatic* or asymptomatic individual that has been directly exposed to a COVID-19 positive individual.
QUARANTINE if exposed to + B
NO QUARANTINE if exposed to C
Employee should monitor their own symptoms* and report daily to their supervisor. If they begin to have symptoms* follow 'I Am Sick' decision tree. If the column B or C contact tests positive for COVID-19, employee should follow the appropriate column B or C protocol.

E

CONTACT with D

Employee has been in contact with the individual in column D.

NO ACTION unless a previous direct exposure is elevated to COVID-19 positive status.

TAKE PRECAUTIONS

- Practice social distancing
- Wear a face mask
- Wash/sanitize hands frequently
- Disinfect surfaces frequently

NOTIFICATION PROTOCOLS

- **NOTIFY** your direct supervisor and immediately report all positive cases (clinically-confirmed or presumptive) to:
  click to change email address
- **IDENTIFY** team members with whom the positive individual has been in direct contact with in the 48 hours prior to his/her first symptoms*.
  - Direct contact means being within 6 feet of the positive individual for > 15 minutes or shared regular touch surfaces, even if face masks were used.
  - Supervisor will notify
    click to change email address
    and advise team members of protocol steps.

*COVID-19 SYMPTOMS

- Fever or chills
- Cough
- Shortness of breath
- Difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Seek immediate emergency medical care if you experience extreme breathing difficult, chest pain/pressure, new confusion, inability to wake or stay awake, or bluish lips or face.

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Created by Indiana Wesleyan University, a WE5 school.