WHAT TO DO WHEN AN EMPLOYEE GETS COVID-19



IF AN EMPLOYEE TESTS POSITIVE

- Encourage the employee to stay home except to receive medical care.
- The employee should follow the directions from their healthcare provider or the local health department.
- Stay in communication with the employee. This can be a difficult time and they may have a lot of questions or concerns about their job.

WORKPLACE PRECAUTIONS & SHUTDOWNS

- If it's been <7 days since the sick employee has reported to work, close off any areas used by the sick person for prolonged periods of time.
- Wait 24 hours before cleaning and disinfecting to minimize potential for other employees to be exposed. If 24 hours is not feasible, wait as long as possible.
- Open exterior doors and windows to increase air circulation in these areas, if possible.



- If it's been >7 days since the sick employee has reported to work, additional cleaning and disinfection is not necessary, however, it may be beneficial to do so anyway to ease employees' concerns and build trust.



HOW TO CLEAN

- Clean surfaces with soap and water prior to disinfection.
- Use products that meet EPA criteria for use against SARS-CoV-2.
- Some cleaning products require the use of use personal protective equipment (PPE) like gloves and gowns.
- If you're unsure what type of PPE is appropriate, consult the manufacturer's instructions or <u>call Safex</u>. We'll be glad to help you figure it out.

WHEN AN EMPLOYEE MAY RETURN TO WORK

With symptoms:

- 10 days since symptoms appear and
- 24 hours with no fever without using fever-reducing medications and
- Other symptoms are improving

Without symptoms:

- 10 days after the positive test
- If they were initially asymptomatic but later developed symptoms, follow the guidance for

a symptomatic case.

• If they were seriously ill or are immunocompromised, they may need to stay home up to 20 days and may require a test to determine when they can return to work.

OSHA RECORDABLE OR NOT?

If an employee contracts COVID-19 on the job, it's an OSHA recordable illness. If you can prove that the employee was in close contact (<6' for >15 minutes per CDC definition) with a COVID-19 infected person outside of work, the incident may not be recordable. If you're uncertain whether to record it or not, <u>contact us</u> for help.

CONTACT TRACING DOS AND DON'TS

Employers do not have to conduct contact tracing. However, to help prevent the spread of COVID-19, inform employees that a department or work unit had an employee test positive. Do ask employees who were in contact with the sick person to monitor their health. In Ohio, where Safex is located, tracing is coordinated by local health departments who are notified by healthcare providers. Public health workers are responsible for interviewing COVID-19 patients and communicating with possible contacts who may have been exposed.

Don't share the employee's name or job duties. Under the Americans With Disabilities Act, you must maintain your employee's confidentiality and may not release specific health information. Depending on whether your business is a covered entity, you may also be bound by HIPAA.

Warning: Scammers are posing as contact tracers attempting to get social security numbers and banking information. Warn employees of these phone, email and text scams and report them to the <u>Ohio Attorney General</u>. Data sources: CDC and ODH 8/31/20

NEED HELP KEEPING EMPLOYEES SAFE AND ON THE JOB? WE'RE AT THE READY.



www.Safex.us 614.890.0800