OUR EMPLOYEES are PART OF THE FAMILY

Let's plan to take care of them.

PLEASE FOLLOW THESE STEPS IF A MEMBER OF YOUR STAFF TESTS POSITIVE FOR COVID-19:

- Set up employee screenings every day, before they enter the workspace. Screenings must include a temperature check along with a check-in concerning cough, shortness of breath, difficulty breathing and fever or chills. Ask employees if they have had contact with a person known to be infected with COVID-19 in the last 14 days.
- Tell all employees they should not come to work if they feel sick or were exposed to a person who has COVID-19.
- If one or more employees test positive for or has COVID-19 symptoms, you must immediately ask all affected employees to self-quarantine.
- All quarantined employees must be tested for COVID-19 in order to determine whether there have been additional workplace exposures, which may require additional COVID-19 control measures.
- If there are three or more COVID-19 cases within a 14 day span, you must report this outbreak to the Department of Public Health at (888) 397-3993 or (213) 240-7821.
- If a cluster is identified at a worksite, the Department of Public Health will initiate a cluster response, which includes providing infection control guidance and recommendations, technical support and site-specific control measures. A Public Health case manager will be assigned to the cluster investigation to help guide the facility response.

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