Guidance for Employees: What to do if you were potentially exposed (at work or in the community) to someone with confirmed coronavirus disease (COVID-19)

Asymptomatic healthcare personnel (clinical and non-clinical) with close contact* or any risk level of exposure (high, medium, or low) to a known case of COVID-19:

Actively monitor for symptoms consistent with COVID-19 infection (per direction from Employee Health) but can return to work, provided you are asymptomatic. A facemask is required at all times while in the healthcare facility or at work.

* Close contact is defined as:

- Living in the same household as a sick person with COVID-19
- Being in direct contact with secretions from a sick person with COVID-19 (e.g. coughed on you, kissed, shared utensils, etc.)
- Direct contact while caring for a sick person with COVID-19 in the absence of appropriate personal protective equipment (PPE)
- Being within 6 feet of a sick person with COVID-19 for about 10 minutes in the absence of appropriate PPE

What if I develop symptoms?

If you develop fever (measured temperature > 100.4) and/or any respiratory symptoms, you should stay home and notify your supervisor and Employee Health at (206) 606-2500. You should fill out this online survey and Employee Health will be in touch to schedule testing.

What should I do to protect my family and other people in the community?

Monitor your symptoms

You should monitor your health for fever, cough and shortness of breath during the 14 days after the last day you were in close contact with the sick person with COVID-19. If you have symptoms, stay home from work. Fill out this online survey and Employee Health will contact you if it is determined that you need to be tested.

If you have a medical emergency and need to call 911, notify the dispatch personnel that you have symptoms consistent with COVID-19. If possible, put on a facemask before emergency medical services arrive.

Avoid sharing personal household items

You should not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people or pets in your home. After using these items, they should be washed thoroughly with soap and water.
Guidance for Employees: What to do if you were potentially exposed (at work or in the community) to someone with confirmed coronavirus disease (COVID-19)

Clean your hands often

Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water is preferred if hands are visibly dirty. Avoid touching your eyes, nose, and mouth with unwashed hands.

Clean all “high-touch” surfaces every day

High touch surfaces include counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables. Also, clean any surfaces that may have blood, stool, or body fluids on them. Use a household cleaning spray or wipe, according to the label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.

If you become symptomatic: Separate yourself from other people and animals in your home

People: As much as possible, you should stay in a specific room and away from other people in your home. Also, you should use a separate bathroom, if available.

Animals: You should restrict contact with pets and other animals while sick. When possible, have another member of your household care for your animals while you are sick; if you must care for your pet, wash your hands before and after you interact with pets and wear a facemask.

If you become symptomatic: Wear a mask

You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) or pets and before you enter a healthcare provider’s office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then people who live with you should not be in the same room with you, or they should wear a facemask if they enter your room.