## Confirmed Case of COVID-19 for City of Columbus Employee (non-sworn)

Positive COVID-19 test confirmed in COC employee – Employee notifies Dept/Div HR

Isolate areas employee frequented for a deep professional clean. Immediately notify FMD or your building's property management group

Any close contacts with colleague(s) starting from 2 days before illness onset for symptomatic cases or 2 days prior to specimen collection for asymptomatic cases until the case is isolated?

(Per the CDC, close contact defined as within 6 feet of a COVID-19 case for at least 15 minutes)

## **COVID-19 Symptoms**

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

If not already quarantined by LHD, these individuals are sent home for 14 days of quarantine. Dept/Div HR may be asked to assist LHD in determining close contacts

Individuals in quarantine should **check for symptoms** of COVID-19.

If symptoms develop, they should contact their health care provider and LHD. If they don't have a health care provider, call 645-1519.

Non-close contacts\* (i.e., employees on other shifts) can continue to work. This group determined by Dept/Div HR

Individuals should **conduct daily self-monitoring** of COVID-19 symptoms (including taking temperature before reporting to work).

If they are experiencing any COVID-19 symptoms they **should not report to work** and should immediately call their health care provider and contact their Dept/Div HR Officer or Manager



<sup>\*</sup> Contacts of a close-contact would not be put into any type of surveillance program, per current CDC guidance Created by Citywide Occupational Safety and Health Program, approved by Columbus Public Health 7/14/20