

Obtained directly from CDC and FDA guidance, the following is a draft outline for what employers should do in the event they have an employee who tests positive. It includes the procedures and practices that should be in place to prevent or reduce workplace exposure.

Workers should:

- Workers who have symptoms (e.g., fever, cough, or shortness of breath) should notify their supervisor and stay home or go home if they develop symptoms during the workday.
- Sick workers should follow CDC-recommended steps. Workers should not return to work until they meet all the criteria to end home isolation, in consultation with healthcare providers.

Employers should:

- Institute employee screening procedures for all employees prior to their shifts
- Institute expanded cleaning and sanitization procedures throughout the facility.
- Encourage frequent handwashing.

If an Employee is confirmed positive:

- Close off areas used by the person who is sick.
- Clean and disinfect a sick worker's workspace. Wait 24 hours or, if 24 hours is not possible, as long as practical before you clean or disinfect. Follow the appropriate protocols for cleaning and disinfecting.
- Open outside doors and windows to increase air circulation in the exposed area, if reasonable given food safety regulations.
- Collect information about the worker's contacts among co-workers, up to 2 days prior to symptom onset, to identify other workers who could be considered exposed.
- If a worker is confirmed infected, inform fellow workers of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act. The employer should instruct fellow workers about how to proceed based on the CDC Public Health Recommendations for Community-Related Exposure.

<https://www.fda.gov/food/food-safety-during-emergencies/what-do-if-you-have-covid-19-confirmed-positive-or-exposed-workers-your-food-production-storage-or>

- If it has been less than 7 days since the sick employee used the facility, clean and disinfect according to CDC guidelines. If it has been 7 days or more since the sick employee used the facility, additional cleaning and disinfection is not necessary. Continue routinely cleaning and disinfecting all high-touch surfaces in the facility.

<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

For Employees who have been exposed:

- “Exposed” is defined as being within approximately 6 feet (2 meters) of a person with COVID-19 for a prolonged period of time.
- If symptoms are present, the exposed employee should self-isolate and monitor. Seek medical care if needed.
- If no symptoms are present, the exposed employee should stay home and social distance for 14 days.
- Other employees who do not fit the definition of exposed should self-monitor. These employees should notify their employer immediately and stay home if symptoms develop.

<https://www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html>

*Issue for discussion: Notification of health officials?*