

# COVID-19 Close Contact Exposure and Quarantine Guidelines for Employees

## Procedures for an employee who tests positive or is identified as a close contact exposure

Close Contact procedures come into play when an individual (masked or unmasked) is identified as having spent a cumulative 15+ minutes within 24 hours and within 6 feet of someone who within 48 hours then tests positive for COVID-19.

**PERSON A**

**Any person who has tested positive for COVID-19 & confirmed with lab result**

**With symptoms:**  
Isolation until the following requirements have been met:

- ✓ 10 days since symptoms first appeared **and**
- ✓ 24 hours\* (1 day) with no fever (without the use of fever-reducing medicine) **and**
- ✓ Symptoms have improved

\*The 24 hours without fever may possibly occur within 10 days of isolation, or after the 10 days

**Without symptoms (asymptomatic):**  
Isolate for 10 days from test date:

- ✓ Monitor self for symptoms, take temperature twice a day
- ✓ Released from isolation after 10 days have passed as long as no symptoms have been present

**PERSON B**

**Any person who is solely symptomatic or who has tested for COVID-19 due to symptoms and waiting for lab results**

**With symptoms:**  
Isolation for 10 days until the following requirements have been met:

- ✓ 24 hours (1 day) with no fever (without the use of fever-reducing medicine) **and** symptoms have improved
- OR** Isolation until a negative test for SARS-CoV-2
- OR** Isolation until a healthcare provider has provided documentation that symptoms are typical of their underlying chronic condition (e.g., allergies or asthma)
- OR** Isolation until a healthcare provider has confirmed an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackievirus)

**PERSON C**

**Any person who lives in the same household with Person A**

**Without symptoms (asymptomatic):**

- ✓ Quarantine for 10 days following date of last **exposure including complete separation from the person in your house with COVID-19.** This means no contact, no sharing of any spaces, such as same bathroom or bedroom.
- ✓ Quarantine to continue for 10 days after **Person A** completes their isolation if unable to avoid exposure to **Person A.**

**With symptoms contact your Supervisor for next steps.**  
**Household close contact who is vaccinated does not need to quarantine**

**PERSON D**

**Any person with close contact to Person A (>15 min (cumulative per day), < 6 feet)**

**Quarantine immediately for 10 days\*\* following date of last exposure**

- ✓ Monitor self for symptoms, take temperature twice a day
- ✓ Notify Primary Care Provider if symptoms develop

\*\*If an essential staff is quarantined, the length of quarantine is reduced to 7 days with a negative test result after day 5.

**PERSON E**

**Any person who has had exposure to Person B, C or D**

**No quarantine or action required unless:**

**Person C or Person D** develops symptoms OR tests positive, and **Person E** had contact within 14 days (timeline should start 2 days before **Person C or Person D** develops symptoms) **then:**

- ✓ Continue to self-certify your health on a daily basis.

**PERSON F**

**Any person who is fully vaccinated against COVID-19**

**Person F** should continue to mask and practice handwashing, etc.

**If Person F is exposed to COVID-19:**

- ✓ If asymptomatic, no quarantine is needed. Recommended to wear a mask indoors for 14 days or until an optional COVID test result is negative.
- ✓ If symptomatic, you are now Person B. Refer to Person B instructions.

**If Person F tests positive for COVID-19:**

- ✓ You are now Person A. Refer to Person A instructions.

**DEFINITIONS:**

- Isolation:** separates infected people with a contagious disease from people who are not sick.
- Quarantine:** separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick.
- Close Contact:** (see person D) someone within 6 feet for 15+ minutes of a COVID positive person from 48 hours before having symptoms